

# **Swindon Borough Council**

## **Schools Forum**

**Tuesday, 17 January 2012**

Committee Room 6, Civic Offices at 4.00 p.m.

(Light refreshments will be available in Committee Room 2 from 3.40 p.m.)

### **School Members:**

Nick Capstick, Primary Headteacher  
Lauren Connor, Primary Headteacher  
Chris Davis, Primary Headteacher  
Rhian Cockwell, Primary Headteacher  
Paul Boyles, Primary Governor  
David Easter, Primary Governor  
Robert Jackson, Primary Governor  
Peter Crockett, Special Headteacher  
Derek Fry, Special Governor  
Steve Colledge, Secondary Headteacher  
Rachael Matthey, Secondary Headteacher  
Clive Zimmerman, Secondary Headteacher  
Wendy Conaghan, Secondary Headteacher  
Andy Hazelton, Secondary Governor

### **Academy Members:**

Lynne Fletcher, Swindon Academy

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

Maureen Harries, Diocese  
Elizabeth Band, Trade Unions  
Debbie Waldron, Early Years Representative  
Cathy Parker, Early Years Representative (Deputy)  
Andrew Miller, 16-19 Partnership  
Graham Taylor, 16-19 Partnership  
Ram Thiagarajah, BME

**Committee Officer:** Helen Harris

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# **AGENDA**

- 1. Appointment of Chair**
- 2. Apologies for Absence**
- 3. Minutes** (Pages 1 - 8)  
To receive the minutes of the meeting held on 11 October 2011
- 4. New Scheme to Monitor and Manage School Balances** (GDC) (Pages 9 - 28)
- 5. Retained Dedicated Schools Grant Budget Position 2011-12** (GDC) (Pages 29 - 38)
- 6. Gorse Hill Primary School Funding 2012/13** (GDC) (Pages 39 - 46)
- 7. Review of Early Retirement & Redundancy Policy and Trade Union Facilities Agreement** (GDC) (Pages 47 - 68)
- 8. Dedicated Schools Grant and Local Formula Issues 2012-15** (GDC) (Pages 69 - 116)
- 9. Date of Next Meeting**  
The next meeting of the Forum will be on Tuesday, 17 January 2012 at 4 p.m. in Committee Room 6, Civic Offices.

**Date of Despatch:** 09 January 2012

## **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

**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.*

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**SCHOOLS FORUM**

**TUESDAY, 11 OCTOBER 2011**

PRESENT: -

**School Members:** Nick Capstick, Primary Headteacher  
Lauren Connor, Primary Headteacher  
Chris Davis, Primary Headteacher  
Paul Boyles, Primary Governor  
David Easter, Primary Governor  
Peter Crockett, Special Headteacher  
Derek Fry, Special Governor  
Steve Colledge, Secondary Headteacher  
Wendy Conaghan, Secondary Headteacher  
Maureen Harries, Secondary Headteacher  
Andy Hazelton, Secondary Governor  
Lynne Fletcher, Swindon Academy

**Non-School Members:** Elizabeth Band, Trade Unions  
Debbie Waldron, Early Years Representative

**Officers:** Steve Haley (Group Finance Manager)  
Sarah Higgins (Deputy Group Finance Manager, Schools)  
Mandy Wishart (HR Business Partner)  
Paddy Bradley (Director Schools and Learning)  
Ian Bickerton (Director Access and Provision)  
Sue Wald (Director Strategy and Commissioning)

Apologies for absence were received from David Warren (Primary Headteacher), Rhian Cockwell (Primary Headteacher), Rachael Matthey (Secondary Headteacher) and Ram Thiagarajah (BME).

**6. Appointment of Chair**

Members were advised that Lauren Connor (Primary Headteacher) had resigned as Chair of the Forum. Nominations for a new Chair were therefore requested.

Resolved – That Peter Crockett (Special Headteacher) be Chair of the Schools Forum for the meeting of the 11<sup>th</sup> October 2011.

**7. Minutes**

Further to Minute 3, Ian Bickerton (Director of Access and Provision) advised the Forum that due to the necessary information not being available in time, the report on Gorse Hill's funding request would not be available until the next meeting in January 2012. If there was a wider need for an extra meeting of the Forum before the next scheduled one in January 2012, then the report could be considered at that time.

Resolved – (1) That the minutes of the meeting held on 12<sup>th</sup> July 2011 be confirmed and signed as a correct record.

(2) That the possibility of a further School Forum Meeting in December 2011, be noted.

## **8. Consultation on School Funding Reform**

Steve Haley (Group Finance Manager) submitted a report informing members of the issues and potential implications arising from the latest Department for Education (DfE) consultation on school funding reform.

Mr Haley advised that this was the second stage of the consultation process reminding Members that the Local Authority had submitted a stage one response covering key principles on 25<sup>th</sup> May 2011. This more detailed consultation sought to deal with the historical inequalities of the existing “spend plus” funding formula. He confirmed that the proposal sought to replace the previous formula with a “needs based” system which could be beneficial for Swindon as we currently received lower than average (127<sup>th</sup> lowest) Dedicated Schools Grant funding.

Mr Haley confirmed that Swindon had been approached by the “f40” group which represented the 40 lowest funded education authorities. He advised that Councillor Renard had agreed that Swindon would join this group and that he and Swindon Borough Council officers would be attending conferences aimed at information sharing and to progress the current consultation.

Mr Haley explained that the national school funding review sought to simplify the present system and that, with a few exceptions, he was generally supportive of the latest proposals as the move to a system of national funding of individual schools now seems less likely. The role of Schools Forum’s looked likely to be retained and in some areas actually strengthened to take more decisions and be less consultative. He referred to the proposed changes and summarised the key issues for members which included;

- The introduction of 4 separate funding blocks – schools, High needs pupils, early years and LA retained services.
- Limiting the range of local formula factors
- Limiting the ratio between primary and secondary Age Weighted Pupil Unit (AWPU) funding (Swindon secondary rates are marginally above regional averages as illustrated in the benchmarking comparisons circulated at Annex C)
- The possibility of the Education Funding Agency (EFA) having a role in monitoring/policing local formula
- LA’s having a more direct role in determining the value of academy funding
- Ensuring Schools Forums remain proportionately represented and have increasing powers
- Extending the scope of Pupil Premium eligibility

In response to a query regarding the ratio of the Age Weighted Pupil Unit (AWPU) funding, Paddy Bradley (Director Schools and Learning) advised that benchmarking was undertaken against statistical neighbours and this reflected demographic factors and performance.

Although the timetable for DfE imposed changes remained unclear, Mr Haley

advised that as the guiding principle of the reform was to simplify funding, the Forum should consider taking steps to achieve this. He outlined a number of areas where he felt that local funding arrangements were perhaps unnecessarily complex.

Resolved –That the School Forum:

(1) Notes the main issue and potential implications that arise from the Department for Education consultation on school funding reform.

(2) Notes and where appropriate supports the Local Authorities responses to issues raised in the consultation. The consultation document had been circulated to Forum Members at the meeting as Annex A but the deadline was on 11<sup>th</sup> October 2011 and would be sent by the Local Authority after the Forum meeting to meet the DfE deadline.

(3) Notes that the Department for Education are not proposing changes to the Dedicated Schools Grant funding system until 2013/14.

(4) Agreed that from 2012/13 local funding would be simplified as follows:-

- a. PSA/Extended Services Cluster funding will be allocated to individual schools to enable them, if they wish, to pool funding within clusters.
- b. The value of former Threshold Pay Grant funding is maintained within sectors but redistributed as an uplift to AWPU and SEN place funding factors.

(5) Agreed that a meeting of the School Forum Sub-Group be held to discuss the Local Authority's other recommendation to maintain 2012/13 funding across sectors and minimising changes to individual schools by transferring the following into Age Weighted Pupil Unit and Special Educational Needs place funding;

- A. Former Standards Fund grants
- B. Previous ministerial priority funding.

## **9. Schools Forum Membership**

Ian Bickerton (Director of Access and Local Provision) presented a report on the membership of the Schools Forum in the light of the number of schools converting to Academy status and seeking agreement to any changes in membership. He advised that these proposals were submitted to the Forum following discussions with the Department for Education. Members were reminded that membership of the Forum would be based on a fair and proportionate representation of both academies and maintained schools.

Members discussed the two proposals as set out in paragraphs 2.6 and 2.8 of the report. They noted that the present of the Forum was not representative of the current schools set up. Members agreed that the Forum must represent schools and academies at the current standing and membership was not to reflect undefined future structures.

Resolved: (1) That the Secondary School membership be amended to 3 Academy Headteachers, 1 Maintained School Headteacher and 2 Academy Governors.

(2) That in the short term and pending discussions at the next Forum meeting, Primary Schools representation continues to be 5 Maintained School Headteachers, 3 Maintained School Governors. .

(3) That the membership for Special Schools be confirmed as presented in

the report as 1 Maintained School Headteacher and 1 Maintained School Governor.

(4) That Swindon 0-19 Academy continue to have a separate representative on the Forum at the present time and cover primary Academy schools.

## **10. Local Authority Central Services Equivalent Grant Consultation**

Steve Haley (Group Finance Manager) presented a report on the potentially very significant detrimental financial implication for the Council arising from a Department of Education (DfE) consultation regarding the transfer of funding from Local Government arising from the Academy Conversion Programme.

Mr Haley advised that this short term consultation by the DfE advised that additional funding needed to be deducted from Local Authority's (LA) formula grant to pay additional grant to those schools which have converted to Academy status. He stated that on conversion to academy status, schools receive two allocations of additional funding (Local Authority Central Services Equivalent Grant - LACSEG) in addition to their local fair funding formula allocation of funds. Mr Haley informed members that two options had been included in the consultation and both would result in very significant reductions to funding for the Council. Swindon would be particularly disadvantaged if funding was cut proportionate to the number of school converting in each area (£1.3m in year grant cut rising to £1.8m next year) and this matter was of great concern to all LAs. Swindon has been working with the Local Government Association (LGA) and other local authorities to challenge a number of DfE proposals. Fundamentally, LA's view is that the LACSEG formula will result in Academies receiving very significantly more funding than maintained schools which will also disadvantage LA core service provision.

Mr Haley explained the basis of the LACSEG calculations, including its effect on the Dedicated School Grant and on the LA's core funding highlighted the impact a reduction in funding may have on service provision. He advised that irrespective of the outcome of the LACSEG, children services would have to make significant savings in 2012/13 including some areas that directly affect schools ie;

- Reduced funding of school redundancies and early retirements (This matter would be progressed via the schools forum sub Group)
- Cessation of support for free school meal pupils attending curriculum related residential visits
- Reduced teaching and learning consultants and other deleted posts arising from the Local Authority's "Stronger Together" organisational review

Members were informed that John Gilbert (Group Director Children and Adult Social Care) and Councillor David Renard (Lead Member for Children Services) had responded to the consultation on behalf of the LA in line with LGA guidance.

### **Resolved**

(1) That the potential impact on Local Authority (LA) funding arising from the Department of Education (DfE) consultation regarding the Local Authority Central Services Equivalent Grant (LACSEG) funding, be noted.

(2) That the Local Authority's response to the consultation (Annex A) sent on 17<sup>th</sup> August, be noted.

(3) That the Forum notes the areas of likely LA spending reductions in 2012/13 pertaining to schools for 2012/13.

(4) That the subsequent response from the DfE regarding the funding transfers be presented to the Sub-Group for their consideration.

## **11. Final Dedicated Schools Grant Outturn 2010-11**

Steve Haley (Group Finance Manager) presented a report regarding the final position of the 2010/11 retained Dedicated Schools Grant (DSG) budget and provided information on the final position on the Standards Fund (SF) grant following the DfE decision not to pay the final instalment of 2010/11 SF grant which would have been £516,935.

### **Resolved**

(1) That a final underspend of £49,492 achieved on the 2010/11 retained budget which has been carried forward within the Section 251 outturn statement, be noted

(2) That the Forum notes that a net balance of £234,944 of Standards Fund grants has been carried forward from 2010/11.

(3) That, further to (2) above, the carried forward should, at this stage, be earmarked to offset pressures on the retained budget as reported at Agenda Item 8.

## **12. Final Dedicated Schools Grant and Pupil Premium Settlement 2011-12**

Steve Haley (Group Finance Manager) presented a report with details of the final Dedicated Schools Grant (DSG) settlement for the 2011/12 financial year.

Mr Haley advised that the settlement for 2011/12 was £137.630m and that this represented additional funding over and above the Local Authority estimate. The Forum noted that an additional £0.316m of DSG funding would be received directly relating to additional early years pupils which had been underestimated by the Local Authority in March. This would greatly assist in covering increased demands on the Early Years Single Funding Formula which were separately reported at Agenda Item 8.

Mr Haley also advised the Forum on the minor difference between the forecast settlement and final settlement of the Pupil Premium. He advised that this related to alternate provision pupils which his team felt had been marginally under funded.

### **Resolved**

(1) That Swindon's final Dedicated Schools Grant settlement covering the 2011/12 financial year is £137.630m, be noted.

(2) That the Schools Forum agree that the additional funding received of £0.316m be allocated to the Early Years Single Funding Formula to offset pressures on the retained budget.

(3) That the School Forum notes that the final Pupil Premium allocation for 2011/12 was £1.733m.

## **13. Retained Dedicated Schools Grant Budget Position 2011-12 and 2012-13 Proposals**

Steve Haley (Group Finance Manager) provided a report on the latest position of the 2011/12 retained Dedicated Schools Grant (DSG) budget and proposals for reducing retained spending in 2012/13. He advised that as at the end of August 2011, there was a projected overspend of £198,000 against the retained

DSG budget which had mainly arisen due to increased demand on Out of Borough placements and on the Early Years Single Funding Formula. He advised that this position would improve to a projected underspend of £86k subject to the Forum agreeing to allocate funds carried forward from 2010/11

Members of the Forum were also updated on proposed reductions to the 2012/13 retained budget following the areas of increased delegation developed with the Schools Forum and its Sub Group leading to the setting of the 2011/12 budget. The LA would be formulating further proposals to maximising delegation of funds to achieve as close to equity of funding between maintained schools and Academies as was possible.

Resolved

(1) That, based on information available at the end of August, the in year projected overspend of £198,000 on the retained DSG budget, be noted

(2) That an Early Years Sub-Group be appointed comprising of representatives from primary schools and the private, voluntary and independent sector to discuss the Early Years Funding Formula.

(3) That the Forum agrees the allocation of the 2010/11 retained budget underspend of £49,492 to ameliorate the projected 2011/12 overspend.

(4) That the Forum agrees to provisionally allocate the unspent Standards fund balance of £234,944 to further alleviate the projected 2011/12 overspend.

(5) That the Forum agrees to the Local Authority developing proposals for the reduction of centrally retained spending on schools in challenging circumstances and redundancies/early retirements.

(6) That the Forum agrees that any funding released from the retained budget in 2012/13 is applied an inflationary uplift across all 2012/13 funding factors other than those areas where specific funds are delegated to named schools.

#### **14. Review of Early Retirement & Redundancy Policies and Trade Union Facilities Agreement**

Ian Bickerton (Director of Access and Provision) presented a report regarding the present Early Retirement and Redundancy Policies and Trade Union Facilities Arrangement Payments. He appraised the Forum on the implications of Maintained schools converting to Academies. Areas discussed included the reimbursement of teacher Trade Union representatives attending training courses. Mr Bickerton confirmed that as maintained schools converting to academies received a share of the budget through the Local Authority Central Services Equivalent Grant process, he proposed that from the beginning of the 2012/13 financial year, Academies themselves funded these activities. He recommended that the Trade Union Facilities Agreement be reviewed, via the Joint Consultative Committee (which was a meeting with trade unions) with a report and revised agreement coming back to the Forum.

With regards to the Early Retirement and Redundancy Policy, Mr Bickerton confirmed that the redundancy budget was under pressure. He highlighted the legislative background and advised the Forum regarding the two options available. In Option 1, the Local Authority retained DSG funding and in Option 2, the Local Authority delegated funding to schools. Members were advised that discussions would be undertaken with Trade Unions and Legal and a report presented at a



future meeting of the Forum.

Resolved – (1) That consultation with Trade Unions be undertaken on reviewing the Trade Union Facilities Agreement as set out in Section (a) of the report.

(2) That discussions with Trade Unions be undertaken regarding the Early Retirement and Redundancy Policies as set out in Section (b) of the report.

(3) That the position regarding the funding of school redundancy costs as set out in Section (b) of the report, be noted.

(4) That the Forum notes the two options on how pressure on the retained redundancy budget could be managed in future.

(5) That a report regarding the Trade Union Facilities Agreement and Early Retirement and Redundancy Policies be presented to a future meeting of this Forum.

## **15. School Balance Survey 2010-11 and Proposals for a New Scheme to Monitor Balances**

The Forum considered a report by Steve Haley (Group Finance Manager) regarding the analysis of final 2010/11 school revenue balances based on information provided by schools. The report went on to outline proposals for the introduction of a revised scheme for managing and monitoring excess balances which he sought to develop via the Schools Forum Sub Group. He explained that the scheme being proposed would not come into effect in 2012/13 but that the proposed parameters would be operated on a trial basis for a further year before implementation and no “claw back” would be undertaken of March 2012 balances. Mr Haley advised that the Local Authority's prime aim was to improve forecasting of school balances by all schools, emphasising that in his view the majority of Swindon schools were already managing their balances commendably.

### Resolved

(1) That the Schools Forum notes the values of committed (£5.2m) and uncommitted (£2.5m) funds at 31<sup>st</sup> March 2011 as identified by Swindon Schools, which totalled £7.7m.

(2) That, with regard to the introduction of a new scheme, the Schools Forum Sub Group be requested to work with the Local Authority to:-

a) Develop the schedule at Annex B to agree a range of permitted areas with appropriate values, timescales and controls against which committed balances can be earmarked.

b) Develop appropriate “maximum per pupil limits” for uncommitted balances along the lines proposed in table 3

c) Develop appropriate parameters which measure the effectiveness of schools in forecasting their year end balances prior to the year end along the lines proposed in table 4 but recognising different sized primary school budgets

(3) That a new scheme is implemented, applicable to 31<sup>st</sup> March 2012 balances, on a trial basis without any funds being clawed back, which require the completion of survey forms during the Autumn term and after the financial year end .

(3) That the outcomes of the new scheme be reviewed during 2012 with a view to live implementation from 31<sup>st</sup> March 2013.

(4) That the Forum supports the Local Authority's proposal to request that Academies provide completed balance surveys as described in 2.19 of the report.

**16.**

**Date of Next Meeting**

The Forum noted that the scheduled next meeting would take place on Tuesday, 17<sup>th</sup> January 2012 at 4.00 p.m. in Committee Room 6, Civic Offices, Swindon. Further to Agenda Item 3, an additional meeting may be scheduled in December 2011.

## New Scheme to Monitor and Manage School Balances

Schools Forum

17 January 2012

**Author:** Lead Finance Manager – Schools and Innovation

**Parish / Wards Affected:** All

### Purpose

- To advise Forum Members on how the principles of a revised scheme for monitoring and managing school balances which were agreed at the 11<sup>th</sup> October 2011 Schools Forum Meeting have been developed by the LA following meetings of the Sub Group.

### Recommendations

- The Schools Forum is requested to approve the revised scheme to monitor and manage school balances, which maintains a focus on the parameters of acceptable levels of committed and uncommitted balances and the assessment of the effectiveness of schools' forecasting of end of year balances.

## 1. Reasons

- 1.1 The Local Authority (LA) is required to monitor the level of school balances held by schools and, until recently, was required to operate a local claw back scheme agreed with their Schools Forum to ensure any excessive funds were redistributed. The previous Government was concerned at the level of balances held across the country and expected that annual revenue funding allocated to schools each year was used to support the education and well-being of pupils in school at that time and not to accumulate funds which could/should have been used to raise standards further. Conversely the LA needs to ensure all maintained schools remain financially sustainable and must work with individual schools where balances are low or where there are strong indications that they will be low in the immediate future.
- 1.2 The LA has a responsibility to ensure the local fair funding formula is as equitable as possible and, although there are many reasons why some schools are able to accumulate relatively high balances this could be partially due to the local formula being overly generous in some areas. The LA cannot however readily see any correlation between local formulas funding factors/rates and those schools which have accumulated relatively high balances. In general, primary sector balances are higher than secondary balances although a recent benchmarking exercise of AWPU rates indicated that Swindon's secondary rates were, if anything, a little higher than regional neighbours.
- 1.3 It is therefore important for the LA and the Schools Forum to gain an understanding of the financial position of each school where balances appear to be excessive or are too low. The LA presented a report to the 11<sup>th</sup> October 2011 Schools Forum meeting which, in addition to providing an analysis of each school's 31<sup>st</sup> March 2011 balances, outlined proposals on how a revised scheme to monitor and

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

## **New Scheme to Monitor and Manage School Balances**

**Schools Forum**

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manage school balances would operate. The principles of this scheme were agreed subject to details being developed in consultation with the Schools Forum Sub Group.

- 1.4 The Sub Group met during November and December and mid-year balance surveys with covering letters were issued to schools by the LA on 7<sup>th</sup> December 2011 based on feedback and suggestions received from the Sub Group.

### **2. Sub Group Review of Swindon Balances**

- 2.1 The Schools Forum Sub Group reviewed various extracts and Annexes from previous Schools Forum reports and identified four specific issues that they felt were likely to explain differences between school balances:

#### **1) Premises:**

- Some school premises are inherently more costly to maintain than the average school and in addition, due to their age, design, layout, complexity or construction are likely to require unexpected maintenance works. In these circumstances it was felt that schools generally need to set aside additional funding for maintenance works and are less able to plan the future use of balances with high degrees of certainty.
- The LA acknowledged this and amended the survey form to invite schools who feel they are in this position to identify commitments in the following category "Provision to meet unplanned responsive premises maintenance works".
- Schools which commit such funds will be monitored to ensure they are not overly excessive and the LA would support the advance of loans to enable schools to more proactively address premises issues via planned investment rather than responsive spending on repairs.
- Conversely the Sub Group felt that the contractual arrangements relating to maintenance in PFI schools should reduce their need for funds to be held for unplanned maintenance.

#### **2) Commercial / Traded Activities**

- For various reasons some schools have the capacity (either within their staff and/or premises) to be more entrepreneurial in the generation of funding.
- The LA acknowledged this and amended the survey form to invite schools to identify "Commercial / traded activity surpluses". However, all such income is being generated from a base of public sector funding and schools still need to be clear on how and when these funds are to be reinvested for the benefit of the school or local community.

#### **3) Commissioned Services**

- Where schools are commissioned by the LA or other organisations to provide services it is possible that funding will be received in advance of service delivery and may therefore be reflected in year-end surplus balances
- The LA acknowledged this and amended the survey form to invite schools to identify "Balances held relating to Commissioned Services". Schools will still be required to provide brief details on these balances and their spending plans.

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

## **New Scheme to Monitor and Manage School Balances**

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### **4) Funds held on behalf of clusters**

- Where schools are fund holders for their cluster they may hold balances at the year-end which collectively are more significant than they would be for individual schools.
- The LA acknowledged this and amended the survey form to invite schools to identify "Balances held as cluster leads". Schools will still be required to provide brief details on these balances and their spending plans.

2.2 It is relevant to note that, although Swindon has operated a scheme which included a statutory claw back scheme, the level of balances has remained constant and no funding has ever been clawed back despite some schools continuing to hold high balances year on year. This could well be justified but schools have a responsibility to their pupils, parents, the LA, DfE and the Schools Forum to ensure that, where they have stated that funds have been committed for specific purposes, these funds are actually spent.

2.3 The LA fully supports the principle that schools should hold a reasonable level of balances which may be built up over a number of years for strategic purposes as well as providing a degree of contingency funding for unexpected costs or funding reductions. At the same time schools should be challenged and held accountable for the level of balances they hold and the LA believes that the provision of a local claw back scheme should be retained.

2.4 There are two aspects to schools' accountability with regard to the management of their balances. They need to provide clear information to the LA (which can be shared with the Schools Forum) on how and why high balances have arisen and secondly have clear transparent plans on how and when funds are planned to be reinvested for the benefits of their pupils.

### **3. Details of the Revised Scheme**

3.1 As reported to the July 2011 and October 2011 Forum meetings, the LA wishes to introduce a scheme which ensures all schools are able to;

- Carry specific (committed) funds for clearly defined purposes within parameters agreed by the Schools Forum.
- Carry a "reasonable" amount of funds for general uncommitted purposes also within parameters agreed by the Schools Forum

3.2 The main focus of the revised scheme is to improve forecasting and encourage those schools which have excess balances to utilise them by for example investing in premises or curriculum enhancements at an earlier date so that their pupils benefit as much as possible from the limited funds available.

3.3 There are 3 parts to the LA's scheme which the Sub Group was asked to develop and commentaries on each area are provided below;

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

## **New Scheme to Monitor and Manage School Balances**

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- A) Committed balances – criteria and parameters
- B) Uncommitted balances – target limits per pupil per sector
- C) Measuring the effectiveness of individual schools in their Autumn forecasting of year end balances

### **A) Committed Balances**

- The Schools Forum agreed the principle of there being a defined range of categories against which schools should be permitted to earmark their unspent balances against.
- The Sub Group identified 10 categories which were included in the mid-year surveys issued to schools and developed guidance on the level of evidence that should be in place to enable spending plans to be monitored and/or audited.
- All items of “committed” expenditure which are being funded from carried forward balances should be included within the annual budgets set by schools and signed by their chair of governors. There should therefore be a clear link between the balance survey from the previous year and the spending plan for the new year.
- Monitoring of actual spending against committed items should therefore be included in routine budget monitoring undertaken by schools. Evidence of this should be verifiable through minutes of Finance Governing Body meetings and be available for both Internal Audit and the LAs finance team in fulfilling their statutory role of monitoring the financial health of schools.

### **B) Uncommitted / General Balances**

- The Schools Forum agreed in principle that schools should work towards “per pupil” targets for uncommitted / general balances. The LA acknowledged that smaller schools with low pupil numbers will need to hold higher per pupil balances than larger schools and “minimum” cash values have been included per sector.
- The LA also acknowledged that Special Schools can face very significant cost changes where for example high need pupils join schools in year. Relatively high “minimum” cash values are therefore included for these schools.
- The Sub Group supported the figures in Table 1 below as being appropriate targets for schools to hold relating to uncommitted balances:

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

## New Scheme to Monitor and Manage School Balances

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**Table 1 – Target Limits for Uncommitted balances**

Sector	Average Pupil numbers	Target Uncommitted balance per pupil	Target Average School Uncommitted balance	Minimum Uncommitted balance
Primary	265	<b>£120</b>	£31,800	£20,000
Secondary	1,100	<b>£100</b>	£110,000	£60,000
Special	69	<b>£800</b>	£55,200	£40,000

- Where schools feel they have exceptional circumstances which justify them having to hold higher or lower levels of uncommitted balances per pupil a commentary must be provided to enable the LA and Schools Forum to review/check this.

### **C) Monitoring the Effectiveness of Schools' Forecasting**

- The LA strongly believes that the key to tackling excess balances (and to avoid dangerously low balances) is to improve financial planning and in year monitoring by schools. The LA also believes that the cessation of Standards Fund grants and greater levels of LA delegation should have simplified in year forecasting for schools.
- The Schools Forum agreed in principle that schools should be measured in their effectiveness at forecasting the value of year end balances between their Autumn surveys (estimates) and April surveys (final figures) and be asked to provide explanations to the LA and Schools Forum where differences are significant.
- The Sub Group supported the actions as shown in Table 2 below:

**Table 2 – Monitoring the accuracy of School financial forecasting**

Sector	Outturn compared to November Estimate	LA Action	No as at March 2011
Small / Medium	Within £25k	• School highly commended	35
	Within £50k	• OK	8

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

## New Scheme to Monitor and Manage School Balances

Schools Forum

17 January 2012

Primary i.e. ISB up to £1.200m	Above £50k	<ul style="list-style-type: none"> <li>Review required to understand reasons – commentary provided to Schools Forum.</li> <li>Supportive intervention by Finance/Audit team to help improve forecasting process.</li> <li><b>Claw back after 2<sup>nd</sup> breach - where overall balances held exceed 8% of annual funding</b></li> </ul>	4
Large Primary i.e. ISB above £1.201m	Within £40k	<ul style="list-style-type: none"> <li>School highly commended</li> </ul>	8
	Within £80k	<ul style="list-style-type: none"> <li>OK</li> </ul>	1
	Above £80k	<ul style="list-style-type: none"> <li>Review required to understand reasons – commentary provided to Schools Forum.</li> <li>Supportive intervention by Finance/Audit team to help improve forecasting process.</li> <li><b>Claw back after 2<sup>nd</sup> breach - where overall balances held exceed 5% of annual funding</b></li> </ul>	4
Secondary	Within £50k	<ul style="list-style-type: none"> <li>School highly commended</li> </ul>	6
	Within £100k	<ul style="list-style-type: none"> <li>OK</li> </ul>	3
	Above £100k	<ul style="list-style-type: none"> <li>Review required to understand reasons – commentary provided to Schools Forum.</li> <li>Supportive intervention by Finance/Audit team to help improve forecasting process.</li> <li><b>Claw back after 2<sup>nd</sup> breach - where overall balances held exceed 2% of annual funding</b></li> </ul>	1
Special	Within £40k	<ul style="list-style-type: none"> <li>School highly commended</li> </ul>	2
	Within £80k	<ul style="list-style-type: none"> <li>OK</li> </ul>	2
	Above £80k	<ul style="list-style-type: none"> <li>Review required to understand reasons – commentary provided to Schools Forum.</li> <li>Supportive intervention by Finance/Audit team to help improve forecasting process</li> <li><b>Claw back after 2<sup>nd</sup> breach - where overall balances held exceed 5% of annual funding</b></li> </ul>	2

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



## **New Scheme to Monitor and Manage School Balances**

**Schools Forum**

**17 January 2012**

- The end column in the above table demonstrates that the vast majority of Swindon schools were effective in forecasting their 31<sup>st</sup> March 2011 balances. If the above scheme had been applied to last year's balances only 11 schools (from all sectors) would have been required to account for why their final balances were significantly different to their own estimates.

### **4. Implementation of the Revised Scheme**

- 4.1 Final details of the revised scheme, wording of the LA's covering letter and the format of the estimated balances proforma were agreed at the Sub Group meeting on 29<sup>th</sup> November 2011. A copy of the letter, schedule of permitted areas and the proforma are attached at Annexes A, B and C to this report.
- 4.2 The revised scheme is being implemented on a trial basis and refinements may be required in order to ensure full transparency is achieved which enables the LA to monitor school balances and be able to report the position to the Schools Forum with as little additional administration for schools as possible. The accurate completion of these surveys (during December and May/June) and subsequent delivery of committed spending plans, present an opportunity for all schools to demonstrate sound financial management and effective stewardship of public funds by transparently reporting why funds are being held and how and when they are to be reinvested for the benefit of their pupils.
- 4.3 Forum Members are specifically asked to note that, although the revised scheme retains scope to claw back excessive balances, this would only arise if a school holds relatively high balances and is consistently ineffective in forecasting their year-end position. The focus of the scheme is, as was originally stated, to improve forecasting, monitoring and reporting of balances and not to penalise any school that is managing their delegated budget effectively.
- 4.4 The timetable for future reports to the Forum is as follows:

<u>Forum Meeting</u>	<u>LA Reporting</u>
8 <sup>th</sup> March 2012	<ul style="list-style-type: none"><li>• LA will report the estimated 31<sup>st</sup> March 2012 year end balances position based on the estimates provided by Schools in their December 2011 survey proformas</li></ul>
July 2012	<ul style="list-style-type: none"><li>• LA will report each school's;<ul style="list-style-type: none"><li>○ Actual 31<sup>st</sup> March 2012 balances compared to their December estimates</li><li>○ Planned usage of their 31<sup>st</sup> March 2012 balances against permitted areas based on the information provided in their May/June survey proformas</li><li>○ Value of uncommitted funding held in total and per pupil as at 31<sup>st</sup> March 2012</li></ul></li></ul>

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

## New Scheme to Monitor and Manage School Balances

Schools Forum

17 January 2012

October 2012	<ul style="list-style-type: none"><li>LA will report any proposed changes to the scheme prior to the issue of Autumn 2012 surveys</li></ul>
January 2013	<ul style="list-style-type: none"><li>LA will report overall balances for the previous financial/academic year across all settings – subject to the provision of information by Academies</li></ul>

- 4.5 One of the anomalies of the Government's school funding scheme is that whilst Academies will, quite rightly continue to be proportionately represented on the Schools Forum (as the local formula will dictate their funding allocations), there is no requirement for their year-end balances to be reported to the LA. Given that one of the LAs principal roles regarding school funding is to ensure the local formula is fair, this is partially measured by assessing each sectors overall financial health.
- 4.6 At the 11<sup>th</sup> October 2011 Schools Forum meeting, members supported the LAs request that, on a voluntary basis, Academies are asked to provide information on their balances. This was discussed and endorsed by the Sub Group. It is acknowledged that Academy budgets operate from 1<sup>st</sup> September rather than 1<sup>st</sup> April and the timing of their information would be different but, if provided, this would enable a holistic view to be taken on the overall fairness of the local formula across all publicly funded Swindon school settings. The LA will therefore issue surveys to Academies as follows:
- Mid-Year forecast position – surveys issued March 2012 for completion by end of April 2012
  - Year End position – surveys issued October 2012 for completion by end of December 2012
- 4.7 Provision of this information would enable the LA to pull together an overall summary of balances across the Borough each January, which would provide a brief opportunity to review the following year's formula before the early March Forum meeting at which the budget and formula for the following year are set.

### Alternative Options

There are no alternative options presented in this report.

### Risk Management

#### *Financial and Procurement Implications*

- Various financial implications are included in this report relating to the monitoring and management of school balances

#### *Legal / Human Rights Implications*

- There are no legal or human rights implications arising from this report.

#### *Links to Corporate Plans and Policies*

- Scheme for Financing Swindon Schools

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

## **New Scheme to Monitor and Manage School Balances**

**Schools Forum**

**17 January 2012**

### **Diversity Impact Assessments**

- As there are no proposals in this report, DIA's have not been completed.

### **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**

Annex A – Letter to Swindon schools dated 6<sup>th</sup> December 2011 regarding notification of estimated revenue balances at the end of 2011/12.

Annex B – Schedule of permitted areas against which school balances can be committed as issued to schools.

Annex C – Example of notification of estimated balances survey as issued to school.

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

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Children Services  
Sanford House  
Swindon, SN1 1QH  
Tel: 01793 445500  
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## Annex A

Please ask for: Steve Haley

Direct Dial No: 01793 465794

Email: [Shaley@swindon.gov.uk](mailto:Shaley@swindon.gov.uk)

Our Ref: Balances December 2011

Date: 6th December 2011

To;  
Headteachers, Chairs of Governors and  
Chairs of Finance at all Swindon Schools

Dear Headteacher / Chair of Governors / Chair of Finance

### **Notification of Estimated Revenue Balances at the end of 2011/2012**

As you will be aware, the LA has a statutory requirement to monitor the level of school balances held and to periodically report the position to the Schools Forum and the Council's Cabinet. The DfE has expressed concern over recent years at the high level of balances held across the country and expect that the revenue funding allocated to schools each year is used to support the education and wellbeing of pupils in school at that time. Schools are not expected to accumulate funds which could/should have been used to raise standards further. Conversely the LA needs to ensure all schools remain sustainable and needs to work with individual schools where balances are low. The LA also has a responsibility to ensure the local fair funding formula is as equitable as possible and, although there are many reasons why some schools are able to accumulate relatively high balances, this could be partially due to the local formula being overly generous in some areas. A regular review of year end balances is therefore required prior to annual formula funding allocations.

The LA fully supports the principle that schools should hold a reasonable level of balances which may be built up over a number of years for strategic purposes as well as providing a degree of contingency funding for unexpected costs or funding reductions. At the same time schools should be challenged and held accountable for the level of balances they hold and it is important for the LA and the Schools Forum to gain an understanding of the financial position of each school where balances appear to be excessive or too low. Over the last few weeks the LA has been working with members of the Schools Forum Sub Group and Internal Audit to devise a scheme which achieves this via the completion of two balances surveys. The accurate completion of these surveys (during December and May/June) represent an opportunity for all schools to demonstrate sound financial management and effective stewardship of public funds by transparently reporting why funds are being held and how and when they are to be reinvested for the benefit of their pupils.

The first stage in this year's review of balances requires schools to complete the attached "notification of estimated revenue balances form" covering the 31<sup>st</sup> March 2012 year end. This should be completed, confirmed by your Chair of Governors and returned electronically

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**John Gilbert**  
Group Director, Children

by 31st December to provide the LA with the best estimate of the value of revenue balances schools expect to hold at the end of this financial year.

In January I will be formally recommending a new scheme to the Schools Forum for the monitoring and management of school balances which will be based on principles which have been developed with the Schools Forum Sub Group. Key aspects of this scheme are;

- The focus is to increase transparency and accountability and to improve the forecasting of balances
- Schools will be allowed to set aside unlimited funds for specific committed purposes and will be expected to maintain levels of uncommitted balances in accordance with target values per pupil.
- The LA does not wish to claw back any balances but advocates that the possibility of doing so should be retained where specific schools continually retain high balances and do not deliver on their own spending plans
- Schools will be asked to estimate their year-end positions during the Autumn term and will be measured against these estimates after the actual year end position is determined – the attached form will be used as part of this process and is similar to the one issued last year but has been developed following discussions with the Schools Forum Sub Group.

As I have mentioned repeatedly at the Schools Forum the majority of Swindon Schools already manage their balances very effectively and any school that has clear plans on how and when their surplus balances are to be spent, and delivers on these plans, should have no concerns at all over the new scheme. The new procedures should in fact improve transparency by enabling the LA to build up a full picture of each school's balances which can then be reported to the Schools Forum.

There are four parts to the form and at this time only the "Estimates Dec 2011" column should be completed. Guidance on completion is as follows;

#### **Part A – Estimated (Final) Year End Position**

This part of the form starts with the input of the schools opening revenue balance from 2010/11 and, after you have added estimated 2011/12 income and deducted the latest estimate of 2011/12 spending, this will automatically calculate your projected year-end balance. Your estimated expenditure figure should include any items that are being funded from balances which have been brought forward from last year

After the year end (during May/June) we will be asking schools to complete the "Final April 2012" column and to provide a commentary on any significant differences between their estimated and final outturn positions. Attached at Annex A to this letter is a table showing how the LA proposes to monitor the effectiveness of schools forecasting. The LA's Finance and Audit teams will support any school which experiences difficulties in this exercise although, based on last year, the vast majority of Swindon schools proved commendably accurate in undertaking this.

#### **Part B – Planned Use of Surplus Balances during 2012/13**

This part of the form asks you to identify any specific expenditure which you are planning to incur next year which is to be funded from carried forward balances. This includes the ten areas which the Sub Group feel are appropriate based on information provided by

## Annex A

schools in last year's surveys. Where funding is being carried forward to support spending beyond the next financial year, this should be included in Part C of the form.

Draft guidance on the areas of permitted expenditure to commit school balances against is attached at Annex B which includes the evidence and controls that the LA would expect to be available in order for plans to be audited.

### Part C – Planned Use of Surplus Balances beyond 2012/13

It may be that schools have specific long term plans for the use of 31<sup>st</sup> March 2012 balances which go beyond 2012/13 and the Sub Group have identified four areas where this would be appropriate which are shown on the form and in Annex B.

### Part D – Uncommitted / General Balances

After completing the above sections, automatic calculations will show the value of your uncommitted balances and, after you have input your estimated April 2012 pupil numbers, this will be expressed as a value per pupil. For planning purposes the following targets are suggested

<u>Sector</u>	<u>Target Maximums</u>	<u>Target Minimums</u>
Primary over 167 pupils	£120 per pupil	minimum balance of £20,000
Secondary	£100 per pupil	minimum balance of £60,000
Special over 50 pupils	£800 per pupil	minimum balance of £40,000

The above targets are suggested as being appropriate maximum and minimum balances that the majority of schools should plan to hold for general uncommitted purposes. (For smaller schools the LA acknowledges that lower figures which are proportionate to individual schools will be required). Where any schools feel they have exceptional circumstances which justify them having to hold higher (or being able to hold lower) levels of uncommitted balances per pupil, a commentary must be provided to enable the LA/Forum to review/check this.

Where schools' forecasts identify that they are likely to be holding relatively high uncommitted balances at the year-end they may wish to consider initiating early investment in areas identified in school improvement plans although I must emphasise that there is no need for any unnecessary spending to take place or for commitment values and timescales to be overstated. Regardless of how the 31<sup>st</sup> March 2012 survey forms are completed or how high year end balances are, **no funds will be clawed back** and schools are asked to be as open as possible on the extent to which funds are truly being held for specific purposes. Although the Schools Forum has agreed in principle that the new scheme should retain a facility whereby excessive balances can be clawed back (for redistribution across

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Group Director, Children

Swindon schools) the LA sincerely hopes that this proves to be unnecessary. The following table illustrates how the proposed claw back scheme would operate;

<u>Year End</u>	<u>Scope for claw back</u>
31 <sup>st</sup> March 2011	<ul style="list-style-type: none"> <li>Schools Forum reviewed the level of individual school balances held at its 12<sup>th</sup> July 2011 meeting and the analysis of each schools committed and uncommitted balances held at its 11<sup>th</sup> October 2011 meeting</li> <li>No claw backs are to be made</li> </ul>
31 <sup>st</sup> March 2012	<ul style="list-style-type: none"> <li>Schools Forum will review the 2011/12 year end position in July 2012 and those schools whose actual year end balances are significantly higher or lower than their estimated balances (from the attached surveys) will be supported by the LA's Finance and Internal Audit teams to improve forecasting</li> <li>Regardless of the above no claw-backs will be made</li> </ul>
31 <sup>st</sup> March 2013	<ul style="list-style-type: none"> <li>Schools Forum will review the 2012/13 year end position in July 2013 and those schools whose actual year end balances are significantly higher or lower than their estimated balances will be reviewed</li> <li>Those Schools who were accurate in the previous year will be supported by the LA's Finance and Internal Audit teams to improve forecasting</li> <li>Those Schools who have been inaccurate for two consecutive years and are holding high balances will be subject to claw back of their excess balances as calculated by the LA</li> </ul>

If your calculations show that your school is projecting a deficit, and you have not done so already, please contact my Deputy, Sarah Higgins so that the financial position can be reviewed and an action plan developed to bring the school back into surplus as soon as possible. I hope you find the attached form straightforward to complete and that it helps to give you an early indication of the levels of balances that should be available to support future years spending. If you need guidance or assistance on this please contact Sarah (465752), Anne Mackay (465752) or Maria Sutton (465738) in my School's finance team. If you have any general queries regarding the monitoring of school balances please contact me directly.

Please ensure that the form is returned by 31st December 2011 at the latest to [schoolfinanceteam@swindon.gov.uk](mailto:schoolfinanceteam@swindon.gov.uk) so that I can be in a position to advise the Schools Forum of the likely year end position early in 2012.

Yours sincerely

*Stene Haley*

Group Finance Manager - Children Services  
 Telephone - 01793 46 5794  
 Smartphone - 07740 038013



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Sanford House  
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## Annex A

### Attachments

- Proforma balances survey
- Annex A – Scheme for monitoring the effectiveness of schools financial forecasting
- Annex B - Permitted areas against which balances can be committed against

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**John Gilbert**  
Group Director, Children

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## Permitted Areas against which School Balances can be Committed Against - Annex B

Area	Maximum Value?	Maximum timescale?	Expected Evidence Required & Other controls – the following text provides schools with the sort of controls that should be in place and although compliance will not be monitored as a matter of course by the LA, the Internal Audit team will expect to see a clear audit trail during their visits and the Finance team will undertake random checks on those schools which carry relatively high or low balances to ensure financial management arrangements are robust.
1a	No	3 years	<i>The LA will expect all expenditure in this category to be directly linked to the school's Asset Management Plan and that details of all schemes above £50k will be included in school improvement plans. Schemes may include works to the school, Children Centre or Nursery and should be specified.</i>
1b	No	On-going	<i>Schools which earmark funds against this must operate from premises which are acknowledged by the LA Property services team as being inherently problematic due to age, complexity, layout, design or construction. The LA would support loan applications from these schools to allow proactive planned works to be undertaken to reduce the risk of breakdown or urgent repairs being needed in future years. The level of funds held for this purpose will be reviewed and the LA will expect schools in this category to maintain robust Asset Management Plans</i>
2	No	3 years	Any investment must already be shown in school improvement plans
3	No	1 year 3 years	Any spending attached to this ( <i>redundancy and/or early retirement costs</i> ) must already be shown in school improvement plans Where restructurings result in salary protection arrangements, schools may earmark balances to fund such costs over three years

## Permitted Areas against which School Balances can be Committed Against - Annex B

4	Commercial / Traded activities	No	1 year	<i>In setting funds aside in this category schools should provide an overview on how these funds have accumulated and how they are to be reinvested</i>
5	Commissioned Services	No	1 year	<i>In setting funds aside in this category schools should provide an overview on what service they have been commissioned to undertake, explain why funding received in the year was not fully spent, and set out how and when funds are to be spent.</i>
6	Funds held on behalf of clusters	No	1 year	<i>In setting funds aside in this category schools should provide an overview on what cluster funding they hold, explain why funding received in the year was not fully spent, and set out how and when funds are to be spent.</i>
7	Other specific projects	No	3 years	Details of all proposed projects must be included in school improvement plans so they can be reviewed by the Schools Forum
8	Maintenance of staff absence reserve	% of employee budget	Annual contribution review	Value of earmarked balances plus any insurance premium must not exceed 5% of the employees budget for a primary or special school or 2% for a secondary school
9	Setting the new year budget	No	1 year	Budgets submitted by schools must clearly show that planned spending in the year (excluding earmarked items) will exceed funding received in that year and that brought forward balances are required. Funds allocated for this purpose strongly indicate that the schools cost base needs to be reduced to match annual resources – this will prompt contact from the LA Finance Team to ensure the school is taking action to remain financially sustainable.
10	Purchase orders raised in the old year but goods delivered in the new year	No	3 months – unless exceptional circumstances	Evidence that orders were placed prior to 1 <sup>st</sup> April. Budgets submitted by schools must clearly show the funding allocated to pay for these goods and services

**Notification of estimated balances to be carried forward to financial year 2012/13**

Please complete all yellow sections, formulae have been built in to calculate totals and percentages. Greyed out areas are for completion after April

Please return this form electronically to the Schools Finance Team by 31st December at the latest, to [schoolsfinanceteam@swindon.gov.uk](mailto:schoolsfinanceteam@swindon.gov.uk)  
This form will be returned to you following the year end close of accounts in April, to be completed with the actual final year end position.

Name of School:

Date Submitted:

**Part A - Estimated Final Year End Position 2011/12**

Total Revenue Balances b fwd from 2010/11 (Exc. Capital - shown in B01 Committed & B02 (Uncommitted) & B06 (Community Focused Ext Sch) in SIMS	£	£	
	-	-	
	<b>Estimate Dec 11</b>	<b>Final April 12</b>	<b>Variance</b>
<b>Add</b> Estimated Total Revenue Income 2011/12 (ie Total Income showing on CFR I01 to I17 plus known and probable income to be received by 31st March 2012)	-		
<b>Total</b>	-	-	
<b>Less</b> Actual Revenue Expenditure 2011/12 (ie Total Expenditure showing on CFR E01 to E32 plus known and probable expenditure to 31st March 2012)	-		
<b>Estimated Final Revenue Balance to be carried forward to 2012/13</b>	-	-	-

For completion after April 2012 - School Commentary on any differences between estimated and actual year end balance:

**Part B - Planned Use of Surplus Balances during 2012/13**

Where appropriate please identify brief details (max 150 characters) of areas and values where specific funding has been provisionally allocated across the following categories - see covering letter for guidance

1A	Specific Premises Improvements -	-		-
1B	Provision for unplanned responsive premises maintenance works -	-		-
2	ICT Investment -	-		-
3	Workforce restructuring one off costs -	-		-
4	Commercial / Traded Activities -	-		-
5	Commissioned Services -	-		-
6	Funds held on behalf of clusters -	-		-
7	Other specific projects -	-		-
8	Staff Absence Reserve -	-		-
9	Setting the new year budget -	-		-
10	Purchase orders raised before year end but goods not delivered -	-		-
Total Committed Balances to be spent on specific items in 2012/13		-	-	-

**Part C - Indicative Use of Surplus Balances beyond 2012/13**

Brief school Commentary on any planned use of March 2012 balances beyond 2012/13 - see covering letter for guidance

1A	Specific Premises Improvements -	-		-
2	ICT Investment -	-		-
3	Workforce restructuring one off costs -	-		-
7	Other specific projects -	-		-
Total Committed Balances to be spent on specific items beyond 2012/13		-	-	-

**Part D - Summary of total balances and calculation of General Uncommitted Balances as at 31st March 2012**

Part B - planned use of balances in 2012/13	-	-	-
Part C - planned use of balances beyond 2012/13	-	-	-
Value of estimated uncommitted balances which will be held 31st March 2012	-	-	-
Total estimated pupil numbers as at April 2012	-		-
Total uncommitted balances held per pupil	#DIV/0!	#DIV/0!	#DIV/0!

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## Retained Dedicated Schools Grant Budget Position 2011-12

Schools Forum

17 January 2012

**Author:** Lead Finance Manager – Schools and Innovation

**Parish / Wards Affected:** All

### Purpose

- To advise Schools Forum members of the latest position on the 2011/12 retained Dedicated Schools Grant (DSG) budget

### Recommendations

The Schools Forum is requested to note that:

- Based on information available at the end of November, an in year underspend of £248,000 is projected against the 2011/12 retained DSG budget.
- The Local Authority (LA) is provisionally forecasting that approximately £500,000 of funding will be carried forward from 2010/11 and 2011/12 for distribution as part of the 2012/13 budget setting process.

## 1. Reasons

- 1.1 At the March 2011 Schools Forum meeting the value of the retained DSG budget for 2011/12 was agreed after the LA had shared detailed planning assumptions with the Schools Forum Sub Group. This report provides Forum Members with the latest information on spending against this budget. Although there is demand led pressure in some areas the LA is continuing to take action wherever possible to minimise retained spending in order to maximise the value of DSG that can be distributed to Schools and Academies via the local fair funding formula.

## 2. Detail

### Current Year Budget Position 2011/12

- 2.1 The retained DSG budget is monitored in accordance with standard SBC budgetary control procedures and a report is submitted to the Children Services Leadership Team (CSLT) each month. Updates are also provided to Corporate Board, Cabinet and the Children and Young Peoples Overview and Scrutiny Committee.
- 2.2 At the 11<sup>th</sup> October 2011 Schools Forum the LA reported that, based on information as at the end of August, a year end overspend of £198,000 was projected, mainly due to increased Out of Borough placement costs. Attached at Annex A is a copy of the detailed report submitted to CSLT on 14<sup>th</sup> December 2011 which reflects a significantly improved position as the LA is now projecting a net underspend of £248,000. Forum Members will note from the CSLT report which tracks month on month changes, that the

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

## Retained Dedicated Schools Grant Budget Position 2011-12

### Schools Forum

17 January 2012

end of October underspend forecast was actually higher, illustrating the volatility in managing this £19.323m budget.

- 2.3 The CSLT report provides detailed commentaries on all the variances which make up the net underspend, main items to note are;

#### Underspends:

▪ Out of Borough placements	£121,000
▪ Early Years Single Funding Formula	£142,000
▪ Academies LACSEG recoupment	£106,000
▪ Schools in challenging circumstances	£51,000
▪ Minor net underspends	<u>£19,000</u>
	£439,000

#### Overspends:

▪ Set up costs and trigger funding	£51,000
▪ Redundancy costs	£65,000
▪ Maternity costs	<u>£75,000</u>
	£191,000

Net 2011/12 underspend £248,000

- 2.4 Forum Members are advised to note that since the 14<sup>th</sup> December CSLT report was presented, the LA has received confirmation from the Department for Education (DfE) that they will not be extending the scope of the Local Authority Central Spend Equivalent Grant (LACSEG) clawback to include funding earmarked for "Contingencies" (see item 8 in the CSLT report). Had this been implemented the LA would have been faced with an in year loss of DSG estimated at £275,000 of DSG, although this would not have affected the level of 2011/12 funding received by Academies. Receiving this confirmation improves the LAs confidence in achieving the projected underspend.
- 2.5 The value of any unspent funding on the retained budget will be carried forward at the end of the year and, although the precise amount will not be confirmed until May, it is envisaged that the estimate of approximately £248,000 will be available for distribution as part of the 2012/13 budget setting process.
- 2.6 Schools Forum is asked to note that, based on information available at the end of November, an in year underspend of £248,000 is projected against the 2011/12 retained DSG budget.

#### Funding Available from 2010/11

- 2.7 At the 11<sup>th</sup> October 2011 Schools Forum meeting the LA presented a report on the final outturn position following closure of the 2010/11 accounts. This report identified the following:

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



## Retained Dedicated Schools Grant Budget Position 2011-12

Schools Forum

17 January 2012

- Net underspend on the 2010/11 retained DSG budget £49,492
- Balance remaining from Former Standards Funds £234,944  
£284,436

- 2.8 At the time of the October meeting the LA was projecting an in year overspend of £198,000 and Forum members agreed that the funding carried forward from 2010/11 could be earmarked to cover pressures on the current year budget.

### Forecast of Funding Available in 2012/13

- 2.9 Given the improved budget position in the current year it is now considered unlikely that any of the 2010/11 funding will be needed by the LA and the overall position is now much more favourable as summarised below:

Item	October Schools Forum Position	Latest Projected position
In year overspend (+) underspend (-)	+ £198,000	- £248,000
Less – underspend on the retained budget carried forward from 2010/11	- £49,422	- £49,422
Less – balance of unallocated Standards Funds carried forward from 2010/11	- £234,944	- £234,944
In year adjusted position	- £86,366	- £532,366
Projected underspend rounded to -		- £500,000

- 2.10 Elsewhere on today's agenda is a report on the provisional 2012/13 position which makes initial assumptions about the level of DSG that will be receivable next year. For planning purposes this report also makes an assumption that £500,000 will be carried forward at the end of 2011/12.
- 2.11 Schools Forum is asked to note that the LA is provisionally forecasting that £500,000 of funding will be carried forward from 2010/11 and 2011/12 for distribution as part of the 2012/13 budget setting process.

### Alternative Options

There are no alternative options presented in this report.

#### **Risk Management**

##### *Financial and Procurement Implications*

- Various financial implications are included in this report relating to management of the retained DSG budget.

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

## **Retained Dedicated Schools Grant Budget Position 2011-12**

**Schools Forum**

**17 January 2012**

### *Legal / Human Rights Implications*

- There are no legal or human rights implications arising from this report.

### *Links to Corporate Plans and Policies*

- Scheme for Financing Swindon Schools.

### *Diversity Impact Assessments (DIA)*

- As there are no proposals in this report, DIA's have not been completed.

### **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**

Annex A – CSLT report dated 14<sup>th</sup> December 2011 covering the retained DSG budget position as at 30<sup>th</sup> November 2011.

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

## Schools Forum 17<sup>th</sup> January 2012 - 2011/12 Retained budget (Annex A)

Report to: Children Services Leadership Team 14<sup>th</sup> December 2011  
 From: Steve Haley / Sarah Higgins  
 Date: 14<sup>th</sup> December 2011  
 Subject: **DSG Budget Revenue Monitoring Report as at November 2011**

### **1) Background**

The Council's corporate budget monitoring timetable requires each Group to report its forecast outturn position on a monthly basis. Although the DSG position is included in Cabinet reports it is unlikely that members will be overly concerned as this is outside the General Fund and is essentially an issue for Children Services to manage in consultation with the Schools Forum.

In addition to financial forecasts, information is provided regarding completion of on line forecasts.

### **2) Completion of Online Monitoring Forecasts - DSG**

The table below illustrates how active Budget Managers have been in contributing on line information on DSG services during the end of November budget monitoring exercise: -

	<b>Cost Centres</b>	<b>On Line Monitoring Completed</b>	<b>% Completion</b>
Strategy & Commissioning	1	1	100
Safeguarding & Corporate Parenting	4	4	100
Schools & Learning	15	15	100
Access & Provision	12	12	100
<b>Total Children Services Core</b>	<b>32</b>	<b>32</b>	<b>100%</b>

At the end of October the completion rate across the group was 97% and this high performance has therefore improved. Directors are commended for reinforcing the requirement to submit or confirm robust forecasts with their Budget Managers.

### **3) Group Summary of Projected Year end Position as at 30 Nov 2011**

Set out below is a summary of the latest projected year-end position across each Directorate.

<b>Directorate</b>		<b>2011/12 Net Budget £000</b>	<b>Forecast Variance</b>		<b>Movement in November £000</b>
			<b>At end of October £000</b>	<b>At end of November £000</b>	
Strategy & Commissioning	S & C	7,114	-142	-142	0
Safeguarding & Corporate Parenting	S & CP	864	12	12	0
Schools & Learning	S & L	8,227	-157	-74	83
Access & Provision	A & P	3,118	-44	-44	0
<b>Total Retained Budget</b>		<b>19,323</b>	<b>-331k</b>	<b>-248</b>	<b>83</b>

The latest projections still show an underspend of £248k but this is less than was projected last month. Commentaries on all the main variances identified are provided below.

**4) Variances and Potential 2011/12 Risk Areas – DSG**

Set out below are commentaries on all the significant variances identified to date and on those areas of the budget which have the potential to significantly affect the retained DSG budget position.

Item	Directorate	Annual Budget	Projected Variance
<b>1. Out of Borough Placements</b> – the 2011/12 OOB placement budget was set to meet demand as at January 2011 plus a contingency provision. There are currently 55 OOB placements and latest projections reflect the cost of current placements and estimated costs for 'at risk' pupils (currently 5 pupils) where placements are planned but funding packages have yet to be confirmed.	S & L	£3.273m	(£0.121m) Underspend  (Unchanged)
<b>2. Recoupment</b> – As with OOB the 2011/12 recoupment budget was set to reflect demand as at January 2011 plus a contingency provision. Latest projections indicate a reduced pressure partly arising from the use of foster carers which has reduced school charges from residential to day care. <b>Agreement was reached last Friday across the South West Region regarding 2011/12 inter authority recoupment rates which are to be those used by each LA in 2010-11.</b>	S & L	£0.290m	£0.004m Underspend  <b>(Was £10k overspend - therefore £14k improved position)</b>
<b>3. Early Years Single Funding Formula</b> – the 2011/12 budget was set based on estimated demand for free nursery entitlement. The Early Years team make termly payments to schools and other providers based on estimated occupancy and demand has increased since the start of the year. To ease pressure on next year's budget the Early Years Reference group met on 22nd November to review areas of the formula which could be reduced in 2012/13 e.g. transitional protection for schools and quality enhancement allowances for PVI's.	S & C	£7.114m	£0.142m Underspend  (Unchanged)
<b>4. SENRAP</b> – The finance team continue to work with SEN colleagues to ensure projections are reliable but further discrepancies were identified this month. The projections on the system for year- end spend were lower than actuals spend to date prior to the finance team reviewing this. An overspend is therefore projected.	S & L	£1.297m	£0.043m Overspend  <b>(Was £53k underspend – therefore £97k adverse position)</b>

**Schools Forum 17<sup>th</sup> January 2012 - 2011/12 Retained budget (Annex A)**

<b>5. Education Other Than At School –</b> A number of variances have been identified across the EOTAS service and latest projections indicate a minor overspend.	S & L	£1.500m	£0.004m Overspend  (Unchanged)
<b>6. Tuition Service –</b> As a consequence of the LACSEG review, the costs of the Tuition Manager had to be moved from the core “Social Inclusion” budget to the DSG “Tuition Service” to avoid excessive clawback by DfE for Academies. A corresponding reduction has been made to the recharge of CSLT Management costs to DSG (see item 17) which helps to offset this pressure.	S & L	£0.465m	+£0.056k Overspend  (Unchanged)
<b>7. School Set Up Costs and Trigger Funding –</b> Funding was earmarked at the start of the year to meet projected additional costs in new and expanding schools. Using data from the October census it is estimated that additional funds of £34k will be required to fund in-year pupil increases in schools over and above the budget. Final figure will be calculated following the January pupil census. The Schools Forum has asked the LA to absorb £17k of ICT related costs at East Wichel School arising from the ordering of incorrectly sized whiteboards – this has not proved possible.	A & P	£1.345m	+£0.051m Overspend  (Unchanged)
<b>8. Academy Conversion &amp; LACSEG Recoupment –</b> In setting this budget the LA assumed that a number of schools would convert at various times during the year. The latest recoupment calculations assume that 18 schools will convert although some timescales have slipped. The resulting loss of DSG is now estimated at £303k although there is still a degree of uncertainty relating to the recoupment calculation. On 5 <sup>th</sup> October DfE advised LAs that funding allocated for “Contingencies” would be included within the LACSEG calculation unless LA’s could justify exclusions. Our contingency allocations are for set up costs, trigger funding and equal pay and a request for these to be excluded has been lodged, although this has yet to be confirmed.  <b>The DfE have advised that the final</b>	A & P	£0.409m	-£0.106m Underspend  (Unchanged)

**Schools Forum 17<sup>th</sup> January 2012 - 2011/12 Retained budget (Annex A)**

<b>recoupment allocations will be confirmed in 2012. Worst case scenario is that additional recoupment of £275k will be implemented.</b>			
<b>9. Education Support Service</b> – The LA has recently finalised the in-year delegation of ESS to a number of schools. However some schools were expecting higher in-year funding than can be released due to residual LA staffing costs. In order to alleviate this additional funding over and above the savings released from the ESS budget has been paid to those schools to which the service has been delegated.	S & CP	£0.611m	+£0.020m Overspend  <b>(Was projecting a £22k overspend - therefore £2k Improved position)</b>
<b>10.DSG Redundancies</b> - This budget funds the costs of school related redundancies which are agreed by the LA's Redundancy Panel. A pressure of £65k is projected which reflects applications from schools which were approved by the panel at the start of this year plus payments to former LA staff whose posts have been deleted as part of restructurings and delegation of services to schools (e.g. Education Support Service and the Secondary Behaviour Support Team).	A & P	£0.200m	+£0.065m Overspend  (Unchanged)
<b>11.Admissions</b> - Following the introduction of a traded service for Academies the Admissions team expect to receive additional income which will result in a net underspend of £15k.	A & P	£0.217m	(£0.015m) Underspend  (Unchanged)
<b>12.Maternity-</b> The majority of the maternity budget was delegated to schools for 2011/12 although, as agreed by the Schools Forum, an amount was retained to cover the costs of pre-existing claims as at 1st April 2011. Latest projections indicate an overspend of £75k.	A & P	£0.087m	£0.075m Overspend  (Unchanged)
<b>13.Schools &amp; Learning Consultants</b> - Net savings are projected in those areas previously funded through the Standards Fund as a result of staff vacancies.	S&L	£0.185M	£0.051m Underspend  (Unchanged)
<b>14.Statements Pupils Equipment</b> - The 2011-12 equipment budget was set based on historic demand. The value of orders for	S&CP	£0.142m	£0.010m

## Schools Forum 17<sup>th</sup> January 2012 - 2011/12 Retained budget (Annex A)

equipment has been less than anticipated and a net underspend of £10k is currently projected.			Underspend (Improved position)
<b>Total of high risk budgets within the retained DSG</b>		<b>£17.167m</b>	<b>(£0.138m)</b>
<b>15. Other Low Risk Budgets</b> – There are a number of minor low value variances across the remainder of the retained budget.	Group	£1.550m	(£0.022) Underspend
<b>16. YPLA post 16 funding</b> – Funding has been confirmed at £662k, £42k higher than anticipated.	A & P	(£0.620)	(£0.042) Extra income
<b>17. Children's Services Management Costs</b> – The recharge of CSLT costs to DSG have been reduced to offset increased Tuition Service costs	A&P	£1.226m	(£0.047m) Reduction in Charges
<b>Total 2011/12 retained DSG budget</b>	<b>Group</b>	<b>19.323m</b>	<b>(£0.248m) Underspend</b>

At the time of the 11th October Schools Forum meeting the LA was reporting a projected overspend position of £198k and Forum members agreed that the LA could earmark £285k of underspent DSG and unallocated Standards Fund grant, which was carried forward from 2010/11, to offset this overspend.

The overall retained budget position has, therefore, improved significantly since the Forum Meeting with a net underspend of £0.248m now being the estimated outturn position. At this stage the LA does not anticipate requiring any of the funding carried forward from 2010/11 although this could change before the year end as many of the high-risk areas in the retained budget are directly linked to demand and projections will need to be refined throughout the year. If the funding carried forward from 2010/11 is not required it will be available for distribution in 2012/13.

### **5) Recommendations**

CSLT are requested to

- Note that a **100%** budget holder compliance rate was achieved at the end of November, sustaining the high performance from last month
- Note that an underspend of **£0.248m (1.3%)** is forecast and will be reported to Corporate Board based on information as at the end of November, but recognising that some demand led areas of the budget may significantly effect this position before the year end. In particular the risk of Academy LACSEG clawback increasing by £275k if contingencies are included in the scope of the recoupment calculation.
- Note that, at this stage, it is not envisaged that any of the **£0.285m** of underspent DSG and unallocated Standards funding carried forward from 2010/11 will be required to offset in year pressures

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## Gorse Hill Primary School Funding 2012/13

SCHOOLS FORUM

17 January 2012

**Author:** Group Director, Children

**Parish / Wards Affected:** Gorse Hill & Pinehurst

### Purpose

- Following a report to the Schools Forum on 12 July 2011, to report further with information received from Gorse Hill Primary School regarding its request for discretionary additional funding for 2012/13.

### Recommendations

The Schools Forum is requested

- 1) to consider the schedule of amalgamation costs provided by Gorse Hill Primary School in support of its request that it should receive additional discretionary funding in 2012/13 following amalgamation of the former Infant and Junior Schools;
- 2) Agree that a final decision on this matter is taken at the 8<sup>th</sup> March 2012 Schools Forum after the LA finance team has assessed the schools overall financial position and their projected balances following amalgamation and confirmed the overall DSG position for 2012/13.

## 1. Reasons

- 1.1 This report provides further information regarding a request from the former Gorse Hill Infant and Junior Schools that additional discretionary funding for 2012/13 should be provided as a result of costs incurred from the amalgamation to a new, all-through Primary school from September 2011.

## 2. Detail

- 2.1 The Local Scheme for financing schools provides scope for the Group Director, Children to agree that discretionary protection funding is paid to schools following amalgamation. In considering this matter, the LA must however assess the impact on other schools of making any such payments particularly in light of DSG funding being frozen for a third year.
- 2.2 At the meeting of the Schools Forum on 12 July 2011 it was reported that the former Gorse Hill Infant and Junior Schools had written to the Local Authority (LA) on 13 January 2011 seeking confirmation that the new Primary School, which came into being on 1 September 2011, would

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Further information on the subject of this report can be obtained from Ian Bickerton, Director, Access & Provision, on 465724 or email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

## Gorse Hill Primary School Funding 2012/13

SCHOOLS FORUM

17 January 2012

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receive the equivalent of two individual school budgets for a period of five terms (ie, three “old” terms). The LA, however, was able to confirm only the 2011/12 position, ie, that, in accordance with the Local Scheme, funding would be based on January 2011 PLASC data. This meant that the two flat-rate funding allocations paid to each School would not be amended in-year as a consequence of the amalgamation. The LA was unable to confirm that further discretionary funding would be payable but would include this matter in the LA’s proposals to the Schools Forum regarding 2012/13 funding when the DSG position was clear.

- 2.3 The LA wrote to the School explaining this on 15 February 2011 and subsequently attended a meeting with the Head Teacher and Chairs of Governors on 22 March 2011. A follow-up letter from the LA dated 24 March 2011 gave assurances that the LA would report this matter to the July 2011 Forum meeting and asked the School to provide the following information to enable their request to be considered:
- Budget forecasts for 2011/12, which included the one-off amalgamation costs;
  - A breakdown of one-off revenue and capital financial implications of the amalgamation, broadly estimated by the School at £170k, including a works specification;
  - What the School would be unable to afford if all one-off costs were met from school balances.
- 2.4 The LA offered a loan facility to the school to spread the cost of capital costs. In response to the above request, on 4 July the LA received a letter from the School stating that they had been told that the new Primary School would continue to receive double flat rate funding until March 2013 and that this had been confirmed in a report to the Schools Adjudicator by the LA date 15 December 2010. A copy of this letter was attached to the July Forum report but did not provide any of the financial information discussed at the meeting and requested in the LA letter. The letter stated that the Schools Forum should honour the promise made by the LA during the consultation period.
- 2.5 In the July 2011 report to the Forum the LA provided background information on the School’s recent year-end revenue balances, which totalled £366,604 at 31 March 2011. In addition, the School had a total of £114,914 of devolved formula capital available. Following discussion at the July meeting, the Forum agreed that further information was needed before any decision could be made. The LA, therefore, sent a further letter to the School dated 1 August 2011 asking that the information be
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Further information on the subject of this report can be obtained from Ian Bickerton, Director, Access & Provision, on 465724 or email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

## Gorse Hill Primary School Funding 2012/13

### SCHOOLS FORUM

17 January 2012

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sent to the LA by 23 September to enable the matter to be progressed at the 11 October Schools Forum meeting. However, this information was, unfortunately, not available in sufficient time to be analysed and then reported to the October meeting of the Forum.

- 2.6 On 27 September Gorse Hill Primary School provided the LA with various financial information in support of its request for discretionary funding and an update was provided on 10<sup>th</sup> December. The Finance Team has however been unable to verify the financial impact of the amalgamation based on the information provided and meetings have been arranged to discuss this with the school and their financial advisers later this month.
- 2.7 The school have, as requested, provided a schedule of estimated amalgamation costs which totals £211,382 and is attached for Schools Forum consideration at Appendix 1. This is considerably higher than the school's original estimate of £170,000 which indicates that the new schools balances will reduce significantly as a consequence of amalgamation. The LA will be able to verify this after the planned meetings and also assess whether allocation of the discretionary funding is appropriate. Prior to amalgamation the former schools balances were relatively high and if realistic projections confirm that this will not be the case in future the LA would support the payment of discretionary funding.
- 2.8 Elsewhere on today's agenda is a provisional report on the overall DSG position for 2012/13 which confirms that DSG funding is being frozen for a third year. A range of potential pressures are discussed in this report including reference to Gorse Hill's discretionary funding. The LA will be in a stronger position to assess the funding available for distribution to schools as this meeting and recommends that a decision regarding Gorse Hill is made along with other issues in March.
- 2.9 The Schools Forum is, therefore, asked to consider and comment on the schedule of amalgamation costs submitted and to note that a review of the schools overall financial position will be undertaken over the next few weeks.

### Alternative Options

The alternative options are set out in the report.

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Further information on the subject of this report can be obtained from Ian Bickerton, Director, Access & Provision, on 465724 or email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

## Gorse Hill Primary School Funding 2012/13

SCHOOLS FORUM

17 January 2012

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### **Risk Management**

#### *Financial and Procurement Implications*

- The Local Scheme for financing schools provides scope for the Group Director, Children to recommend to the Schools Forum that up to three terms of discretionary protection funding is paid to schools following amalgamation.

#### *Legal / Human Rights Implications*

- There are no direct legal or human rights implications arising from this report.

#### *Diversity Implications*

- As indicated in the last report, it is not considered that a Diversity Impact Assessment is necessary, as the report does not make any recommendations that affect services.

#### *Links to Corporate Plans and Policies*

- Scheme for financing schools and local fair funding formula

### **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 – Schedule of Amalgamation costs provided by Gorse Hill Primary School:  
Appendix 2- School Governors Response

**Amalgamation Costs****Staffing**

Additional hours support August 2011

**Maternity cover (not able to insure)**

Safeguarding 1 x Teacher x 3 years

Safeguarding 10 x TA x 3 years

**Total Staffing**

Admin and site overtime due to reorganisation for amalgamation	3,070
Unable to insure 2 maternity covers as we opened as a new school so no pre-existing maternities covered	17,000
Safeguarding due to restructuring	7,791
Safeguarding due to restructuring	39,183
<b>Total Staffing</b>	<b>67,044</b>

**Premises Revenue Projects**

Telephone upgrade

Fire alarms

Reprographics Room

PE store

Staff room

Intruder Alarm

Fit room units/minor works

Redecoration

Fencing

Digilocks

Electrical Works

School Signs

Benching

Furniture

Community mobiles

Blinds

Crate Hire

Site Clear/Clean

Network upgrade

Planning fee for link corridor

Air condition server room est

**Total Premises Revenue Costs**

Ensuring one system across the whole school	760
As telephones	670
Larger area required for new servers etc	2,220
Impact of reorganisation creating appropriate storage for one school	3,320
A larger staffroom required	3,803
As telephones	1,472
Creation of intervention rooms	3,166
Due to internal reorganisation	5,680
Creating effective playground space for new primary	1,840
As telephones	480
Due to internal reorganisation	4,147
New school required new signage	528
As part of IT project	2,570
Due to internal reorganisation	5,941
Due to internal reorganisation	6,428
Due to internal reorganisation	747
For admin move	202
Incured costs during move	1,184
Fibro optic cabling to ensure one network	10,000
Linking both buildings into one	170
Linked with IT project	6,000
<b>Total Premises Revenue Costs</b>	<b>61,327</b>

**Premises Capital Projects**

Link Corridor (E Wigmore)

**IT upgrades due to new network****ICT Rooms - buildings****Total Premises Capital Costs**

Linking both buildings into one	24,000
IT needed upgrading as it didn't work with new servers	12,000
Created one assessible IT suite	38,000
<b>Total Premises Capital Costs</b>	<b>74,000</b>

**Supplies/Services Costs**

School sweatshirts

Payroll amalgamation

SIMS amalgamation

**Total Supplies/Services Costs**

To alleviate unnecessary financial burden on parents	2,762
One payroll required	250
Required for new school	6,000
<b>Total Supplies/Services Costs</b>	<b>9,012</b>

Total Revenue Amalgamation Costs

Total Capital Amalgamation Costs

**Grand Total Amalgamation Costs**

137,382
74,000
<b>211,382</b>

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Schools Forum 17<sup>th</sup> January 2012

Gorse Hill Primary School Funding- School Governors Response

*Regarding the decision about funding for Gorse Hill School for 2012/13 the Governors wish to make the following clear.*

*During the consultation for amalgamation we were promised additional support funding for the years 2011/12 and 2012/13. Without this promise we would not have supported the amalgamation. We have taken financial decisions based on this promise and spent money on essential IT upgrades and moved classrooms in order to help deliver the longer term expected benefits of amalgamation, which of course includes savings to the LA.*

*The promise of additional financial support enabled us to take decisions which would not have a short term detrimental impact on the children currently at school. We have a number of challenges to achieving the quality and outcomes we wish to deliver and need to invest in teaching resources. If the promise is not met, we will not be able to make that investment and the children will suffer as a result.*

*We all know that other schools have received considerably more financial support for their amalgamation. We all know that amalgamation incurs costs and without support that inevitably means the school's budget available to support current teaching will be reduced. That isn't fair to the children at school now. It isn't fair to the parents who were minded to support the amalgamation.*

*The simple fact is that we took financial decisions based on a promise of funding, those decisions would not have been taken without that promise and, indeed, the governors would not have supported the amalgamation without that promise. If that promise is not honoured the children will suffer as that money is needed to invest directly in their education by way of extra resources and teacher training.*

Further information on the subject of this report can be obtained from Ian Bickerton, Director, Access & Provision, on 465724 or email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

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## Review of Early Retirement & Redundancy Policy and Trade Union Facilities Agreement

SCHOOLS FORUM

17 January 2012

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**Author:** Group Director, Children

**Parish / Wards Affected:** All

### Purpose

Further to the report to the October 2011 meeting of the Schools Forum, to report on the review of the existing Early Retirement & Redundancy Policy and Trade Union Facilities Agreement in the light of Maintained schools converting to Academy status and the need to achieve value for money for the Dedicated Schools Grant (DSG).

### Recommendations

The Schools Forum is asked to:

- 1) note the consultation that has been carried out on the Early Retirement & Redundancy Policy for teachers and support staff and the Trade Union Facilities Agreement, both with the Education Joint Consultative Committee and through the Schools Forum Sub-group;
- 2) endorse the revised Early Retirement & Redundancy Policy and Trade Union Facilities Agreement attached as **Appendices 1 and 2** to this report, to be implemented from 1 April 2012, in final consultation with recognised Trade Union representatives and the Education Joint Consultative Committee.

### 1. Reasons

- 1.1 At the meeting of the Schools Forum on 11 October 2011 a report was considered proposing a review of the Early Retirement & Redundancy Policy for teaching and support staff and the Trade Union Facilities Agreement, in the light of Maintained schools converting to Academy status, the need to achieve equity across all school types and the requirement to obtain value for money for the DSG.
- 1.2 Since the October meeting, these two Policies have been reviewed by both the Education Joint Consultative Committee on 19 October 2011 and the Schools Forum Sub-group on 22 November 2011.

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Further information on the subject of this report can be obtained from Ian Bickerton, Director, Access & Provision, on 465724 or email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

# Review of Early Retirement & Redundancy Policy and Trade Union Facilities Agreement

SCHOOLS FORUM

17 January 2012

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- 1.3 As a result of this review, revised approaches and Policies are now recommended to the Schools Forum in order that these can be implemented from 1 April 2012.

## 2. Detail

### (a) Trade Union Facilities Agreement

- 2.1 As reported to the October meeting of the Schools Forum, the existing Trade Union Facilities Agreement reimburses authorised teacher Trade Union representatives to attend meetings in support of their duties (including training courses). The budget for funding Trade Union representatives to undertake these activities in the retained part of the DSG amounts to around £23k per annum. This funds three teacher Branch Secretaries for one day release time per week. The Council also currently employs a full-time Unison official, who supports members in schools, and this arrangement may also need to be reviewed.

- 2.2 Maintained schools converting to Academy status will receive a share of this budget through the Local Authority Central Spend Equivalent Grant (LACSEG) process (as reported to the last meeting) and it would be inappropriate, therefore, for the retained DSG to continue also to finance Trade Union representatives and members who are Academy-based.

- 2.3 The Trade Union Facilities Agreement has now been reviewed in consultation with the Education Joint Consultative Committee (comprising school Trade Union representatives and SBC officers) and subsequently the Schools Forum Sub-group. This review has considered the following three options for revised arrangements from 1 April 2012:

#### *Option 1 – Each Academy has its own Trade Union representative*

With this option all Academies would need to recruit and train their own Trade Union representatives for each of the recognised teacher Unions within their Academies.

#### *Option 2 – Academies pay a daily rate*

Each Academy would pay the agreed daily rate per Union for representation. The Academy would be responsible for any additional cost, such as travel.

#### *Option 3 – Annual fee arrangement*

This option would enable each Academy to pay an annual fee, the amount to be determined as equivalent to the LACSEG funding. This is similar to the current arrangement. An annual fee from Academies would, therefore,

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Further information on the subject of this report can be obtained from Ian Bickerton, Director, Access & Provision, on 465724 or email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

## Review of Early Retirement & Redundancy Policy and Trade Union Facilities Agreement

SCHOOLS FORUM

17 January 2012

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be paid to the Local Authority (LA) to fund one day release time per teacher Union and an annual administrative fee would be charged.

- 2.4 The advantages and disadvantages of all three options have been assessed and the view of both the Education Joint Consultative Committee and the Schools Forum Sub-Group is that Option 3 is preferred as it would enable a more co-ordinated and coherent Trade Union Facilities Agreement across all schools and Academies in Swindon. This arrangement would be administered by the Schools HR Team and it is not felt that this would result in a significant additional workload. However, it would, of course, be dependent on Academies agreeing to subscribe.
- 2.5 A copy of the revised Trade Union Facilities Agreement is attached as **Appendix 1** to this report.
- 2.6 The principles of the new Trade Union Facilities Agreement are based on the Advisory, Conciliation & Arbitration Service (ACAS) Code of Practice and fulfil the legal requirements for facilities time. The policy sets out clear guidelines for Academies and Maintained schools for dealing with requests for time off from work-based representatives and allows for the continuation of the current arrangements to fund the three teacher representatives to work across Swindon.
- (b) Early Retirement & Redundancy Policy
- 2.7 It was agreed at the last meeting of the Schools Forum that there was a need to review the existing Early Retirement & Redundancy Policy for both teachers and school support staff in the light of Maintained schools converting to Academy status, to clarify responsibilities and to achieve improved value for money for the retained part of the DSG.
- 2.8 The LA's core budget of approximately £320k funds ongoing commitments but the cost of any new redundancies is financed through the Redundancy budget in the retained part of the DSG, which amounts to £200k per annum. This budget historically overspends and is currently running at £265,000 this year.
- 2.9 As Schools Forum members will recall, the report to the last meeting set out the legislative background (see also *Legal/Human Rights Implications* below), funding responsibilities and options for managing the Redundancy budget. On the last of these, two options were identified for managing the budget in future, as follows:

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Further information on the subject of this report can be obtained from Ian Bickerton, Director, Access & Provision, on 465724 or email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

## Review of Early Retirement & Redundancy Policy and Trade Union Facilities Agreement

SCHOOLS FORUM

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- 
- Option 1 – the LA continues to retain DSG funding to meet estimated costs, which will vary from year to year.
  - Option 2 – the LA delegates all funding to schools, which will then directly fund any dismissal redundancy costs, making them comparable with Academies.
- 2.10 In relation to Option 2, it was agreed by the Forum that further legal advice should be sought on whether or not it was possible to pursue this option. The advice since received indicates that the legislation does not allow delegation by the LA to schools but that it is acceptable for schools to fund redundancy costs where there are “good reasons” to do so. As set out in paragraph 17 of the revised Policy, attached as **Appendix 2**, “good reasons” would include, for example:
- where a school has decided to offer more generous terms than the redundancy compensation set out in the agreed Policy;
  - if a school acts outside of the LA’s Redundancy Policy and does not act on LA advice;
  - where the school has surplus balances that it has not already committed to use for specific purposes;
  - where a school is, in the LA’s judgement, able to absorb the redundancy costs.
- 2.11 Whilst it is not the intention to delegate the funding to schools from 1 April 2012, the revised Policy will reduce the pressure on the Redundancy budget in the retained DSG by:
- defining more clearly the circumstances under which redundancy payments would be funded by schools or through the retained DSG;
  - ensuring that any schools with uncommitted balances fund redundancy costs – this fits with the report elsewhere on the Agenda regarding the use of school balances;
  - determining that schools will pick up costs associated with premature retirement except in exceptional circumstances;
  - enabling the LA Panel that considers applications from schools for funding redundancy costs to be more rigorous in its approach;
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Further information on the subject of this report can be obtained from Ian Bickerton, Director, Access & Provision, on 465724 or email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

## Review of Early Retirement & Redundancy Policy and Trade Union Facilities Agreement

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- nevertheless continuing to fund redundancy costs in schools if there is a strong and robust case to do so.
- 2.12 The model Schools Redundancy Procedure will be amended to reflect the revised rigorous application process for schools to follow.
- (c) Conclusion
- 2.13 The Schools Forum is asked to endorse the revised Trade Union Facilities Agreement and Policy for funding redundancy, premature retirement and severance costs for teaching and support staff in schools, as attached as **Appendices 1 and 2**, for implementation from 1 April 2012.

### Alternative Options

Alternative options for the revision of these two Policies are set out in the report.

#### **Risk Management**

##### *Financial and Procurement Implications*

These were set out in detail in the report to the Schools Forum on 11 October 2011 and are also more briefly picked up in this report.

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

As reported to the meeting of the Schools Forum on 11 October 2011, the legislative background in relation to early retirement and redundancy is as follows:

- Section 37(4) of the 2002 Education Act outlines that any costs incurred by the LA in respect of premature retirement costs shall be met from the school's budget share except in exceptional circumstances. These circumstances will be defined in the revised policy.
- In accordance with section 37(5) of the 2002 Education Act, costs incurred by the LA in respect of the dismissal or for the purpose of securing the resignation of any member of staff in a Maintained school shall not be met from the school's budget share for any financial year except insofar as the LA has "good reasons" for deducting those costs or any part of those costs from that share.
- The LA is proposing "good reasons" to be as set out in the revised Policy in **Appendix 2** (paragraph 17).

Further information on the subject of this report can be obtained from Ian Bickerton, Director, Access & Provision, on 465724 or email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

## Review of Early Retirement & Redundancy Policy and Trade Union Facilities Agreement

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### *Diversity Implications*

A Diversity Impact Assessment has been completed for the revised Policy on redundancy, premature retirement and severance costs and this is attached as **Appendix 3**.

### *Links to Corporate Plans and Policy*

This report links to the Children & Young People's Plan.

### **Consultees**

- The Director of Finance (Section 151 Officer) and Director of Law and Democratic Services (Monitoring Officer) are consulted in respect of all reports.
- The Education Joint Consultative Committee on 19 October 2011 and the Schools Forum Sub-group on 22 November 2011 were consulted on these issues.

### **Background Papers and Appendices**

Appendix 1 – Revised Trade Union Facilities Agreement  
Appendix 2 – Revised Early Retirement & Redundancy Policy  
Appendix 3 – Diversity Impact Assessment

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Further information on the subject of this report can be obtained from Ian Bickerton, Director, Access & Provision, on 465724 or email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

**SWINDON BOROUGH COUNCIL  
DRAFT MODEL TIME OFF AND FACILITIES AGREEMENT  
FOR SCHOOLS AND ACADEMIES**

**1. Purpose**

- 1.1 The purpose of this agreement is to provide a framework agreement between Swindon Borough Council, its Maintained schools, Academies and the recognised Trade Unions.
- 1.2 It will provide Local Authority officers, Head Teachers, Governing Bodies and Trade Union representatives with clear guidelines under which requests for time off and other facilities will be determined.
- 1.3 Its aim is to facilitate and improve consultation and employee relations within the Council and within individual schools and Academies.

**2. Scope**

- 2.1 The principles in this agreement are based primarily on the ACAS Code of Practice on Time Off for Union Duties and Activities. This agreement has been drawn up in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992, The Employment Act 2002 and the ACAS Code of Practice on Time Off for Trade Union Duties and Activities.
- 2.2 This agreement commences 1 April 2012 and replaces all other previous agreements.

**3. Applicability**

- 3.1 This agreement applies to Trade Union stewards, Safety representatives and Union Learning representatives elected or appointed by Unison, GMB, ATL, NASUWT, ASCL, NUT, NAHT.
- 3.2 The above Unions are recognised for the purposes of local consultation and representation of their members at internal hearings and appeals.
- 3.3 Elected representatives of these Unions who are employees of Academies within the boundary of Swindon Borough Council are recognised for the purposes of consultation and representation of their members at internal hearings and appeals.
- 3.4 Representatives of other Trade Unions, who are not recognised by the Council, may represent their members at formal hearings but will not be recognised for any other purpose.
- 3.5 Time off provisions for Trade Union officers and stewards who are employees in schools will apply only where the Governing Body has adopted this agreement.

**4. General Principles**

- 4.1 The Council and the school/Academy recognise the statutory right for Trade Union officials to take reasonable paid time off from their normal duties to carry

out Trade Union duties and to undertake Trade Union training. This right is regardless of length of service.

- 4.2 The Council and the school/Academy recognise that Trade Union representatives are also able to take reasonable unpaid time off when taking part in Trade Union activities.
- 4.3 Time off will not be refused unreasonably. Consideration must be made of the impact on service delivery and compromise may be necessary on both sides.
- 4.4 An employee will not be discriminated against or disadvantaged because of his/her Trade Union duties or activities.
- 4.5 The Council and Trade Unions will agree the total number of representatives, stewards, Safety representatives and Union Learning representatives.

## **5. Roles and Responsibilities – Trade Unions**

- 5.1 The function of representatives and officials includes:
- To be responsible to and for a group of members;
  - To undertake employee relations duties, including members' grievances, discipline, learning, health and safety, equal opportunities, service conditions, and any other relevant matters;
  - To communicate with members and to communicate with management, joint negotiating bodies and with the relevant Union bodies;
  - To represent the Union in the joint negotiating and joint consultative machinery at local, regional, and national level;
  - To meet with other representatives, officials or full-time Union officers on matters covered by this agreement;
  - To attend meetings of the Union of which the person is a representative or of which she/he is an official;
  - To seek to ensure that agreements are adhered to;
  - To organise meetings of members during working hours in accordance with the ACAS Code of Practice and any prevailing local agreements.
- 5.2 The Trade Unions will endeavour to provide sufficient trained representatives for their membership.
- 5.3 Trade Union representatives will arrange their Trade Union duties so as to cause minimum interference with the running of their school and the work of colleagues.
- 5.4 Trade Union representatives will provide the maximum notice possible to their Head Teacher or Governing Body when time off is required.



- 5.5 Regional representatives will notify the Head of People & Change of the appointment, election and resignation of Trade Union officers, stewards, Safety representatives and Learning representatives. Each Union is responsible for ensuring that an up-to-date list of all representatives is maintained.
- 5.6 Stationery, incidental material and resources will be funded by the Trade Union. Travelling costs and expenses for Union training and/or conferences will be met by the relevant Trade Union.
- 5.7 Should Trade Union representatives wish to meet with groups of their members on a school or Council site, agreement should be sought from the Head Teacher of the school or the Schools HR Manager prior to the meeting taking place. Governors should also be informed. Reasonable notice of the meeting should be given.
6. **Time off provisions**
- 6.1 Requests for time off for school representatives will be made in accordance with arrangements made locally between Union representatives and their Head Teacher/Governing Body.
- 6.2 Time off arrangements should not result in detriment to service delivery of the Council or the school.
- 6.3 Accredited representatives are permitted paid time off during working hours to carry out duties that are concerned with any aspect of collective bargaining and representation of individual members, including:
- terms and conditions of employment including physical working conditions;
  - engagement, termination or suspension of employment and the duties of employment;
  - allocation of work or the duties of employment as between employees or groups of employees;
  - discipline and grievance;
  - activities associated with Trade Union membership;
  - facilities for officials of the Union;
  - machinery for negotiation or consultation and other procedures; procedures for collective bargaining, disputes, joint consultation, communicating with members and other Trade Union officers.
- 6.4 Trade Union Safety representatives are permitted time off with pay for the purposes of:
- performing their functions under health and safety legislation;
  - undergoing training to carry out their duties and responsibilities;
  - attending health and safety meetings at local, regional and national level.

- 6.5 Union Learning representatives are entitled to take reasonable time off for the purposes of:
- identifying and analysing learning or training needs;
  - providing information and advice about learning or training matters;
  - arranging learning or training;
  - promoting the value of learning and training;
  - consulting management in relation to such activities;
  - preparation in relation to such activities;
  - undergoing training to carry out their duties and responsibilities.
- 6.6 Paid time off will therefore be granted to carry out the duties outlined above as follows:
- To representatives of recognised Trade Unions to attend relevant training which has been agreed in advance;
  - To nominated representatives of recognised Trade Unions to attend consultative meetings at school or corporate level;
  - To enable senior elected representatives of recognised Trade Unions to carry out their Trade Union duties in respect of:
    - meetings requested by Head Teachers or officers;
    - representation of employees in matters that could affect their employment (eg, disciplinary/capability procedures, redundancy and grievances);
    - collection and communication of employee views and comments.
- 6.7 Paid time off will not normally be granted to a representative of a particular Trade Union to attend its annual conference. Unpaid time off may be granted. Applications to attend a conference must be made to the representative's Head Teacher. If the application is refused the Head Teacher will notify the Schools HR Manager. If reasonable notice has been given all efforts should be made to release the employee to attend the conference.
- 6.8 Salary will not be paid to representatives who undertake Trade Union duties outside of their normal working hours.
- 6.9 Paid time off will not be permitted for the furtherance of industrial action.
7. **Financial Arrangements**
- 7.1 The centrally retained DSG budget will fund three teacher Union representatives for one day a week (actual salary costs for 6.5 hours per week, 39 weeks per year). This arrangement will be reviewed annually and reported to the Schools Forum.
- 7.2 Academies will receive a share of this budget through the Local Authority Central Spend Equivalent Grant (LACSEG) process. Therefore, Academies wishing to subscribe to this agreement will be required to contribute this share of the funding.

- 7.3 The Council will pay the appropriate amount into the relevant school cost centre provided by the employing school. Where the representative works at an Academy, the agreed amount should be invoiced to the Council. Where the representative is a supply teacher, they will be required to complete timesheets.
- 7.4 Representatives are expected to record the time that they spend on Trade Union activities as the Authority can request to see relevant records. Records should include the date, time and length of Union meetings and the name of the school at which the member is employed.
- 7.5 The school/Academy will use the facilities grant provided to them to arrange cover for the absence of the individual undertaking Trade Union duties.
8. **Review**
- 8.1 The Council recognises the continued need to monitor and review time off and facilities funding for school/Academy based Trade Union representatives.
- 8.2 Schools HR is responsible for reviewing and maintaining this agreement.
- 8.3 Any changes to this agreement are subject to the agreement between all parties.
- 8.4 The Council, school, Academy or Trade Unions may at any time give three months' notice of their intention to withdraw from this agreement.

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**SWINDON BOROUGH COUNCIL  
DRAFT POLICY FOR FUNDING OF  
REDUNDANCY, PREMATURE RETIREMENT AND SEVERANCE COSTS  
FOR TEACHING AND SUPPORT STAFF IN SCHOOLS**

**INTRODUCTION**

1. This policy sets out Swindon Borough Council's approach to funding part or all the costs arising from Maintained School Governing Body decisions relating to teaching and support staff redundancies, premature retirement costs and severance agreements in Maintained schools.
2. This policy is not applicable to Academies, which are responsible for funding all costs arising out of dismissal/termination of employment.
3. This policy outlines a clear and transparent process for schools and the Local Authority to follow to support consistency and fairness.
4. Within the provision of Section 37 of the Education Act 2002 School Governing Bodies are responsible for determining:
  - whether a member of staff should have their employment terminated on the grounds of efficiency or redundancy;
  - whether a teacher or a member of support staff should be granted premature retirement on the grounds of efficiency or redundancy;
  - the amount of any lump sum severance payment;
  - the amount of any compensatory added years awarded to a teacher who is retiring prematurely.
5. Costs incurred by the Local Authority in respect of the dismissal on the grounds of redundancy or for the purpose of securing the resignation of any member of schools staff may be recovered (in full or part) from the schools budget if the Authority has good reason to do so.

**DECISION MAKING PROCESS**

6. Schools considering reducing their staffing complement through redundancies, premature retirement or severance agreement should consult with their HR provider in the first instance.
7. The school will be required to provide a written Business Case to the Local Authority setting out the possible need to reduce its staffing complement and the reasons for the reduction. A template Business

Case report is attached to the model Schools' Reduction and Reallocation of Staff procedure.

8. Decisions on whether to support funding will be made by a Local Authority Panel.
9. Where the Local Authority decision is not to fund a proposed reduction, the school has the option to continue with the proposals and meet any funding requirement from its delegated budget.

#### **DISMISSAL ON THE GROUNDS OF REDUNDANCY**

10. In the event of dismissal on the grounds of redundancy, schools staff with at least two years' continuous Local Government service will be eligible to:
  - receive a compensation payment calculated using a formula set out in the Annex attached, which comprises a defined number of weeks' pay based on age and continuous service at the date when employment is terminated;
  - receive a payment in accordance with the Council's current policy for redundancy compensation, which enables the Employment Rights Act (ERA) provisions to be enhanced, so that a week's pay is calculated on the basis of an employee's actual week's pay, rather than the statutory limit.
11. In addition to the redundancy compensation payment specified above, employees aged 55 or over who have at least three months' membership of the Local Government Pensions Scheme will receive immediate payment of an unreduced pension and lump sum based on their accrued contributory service at the date their employment is terminated.
12. As an alternative to the redundancy compensation payments specified above, teachers aged 50 or over, who have qualifying membership of the Teachers Pensions scheme, **may**, at the discretion of the employer, be awarded premature retirement and be able to receive immediate payment of an unreduced pension and lump sum based on their accrued contributory service at the date that their employment is terminated.

#### **EARLY RETIREMENT IN THE INTERESTS OF THE EFFICIENCY OF THE SERVICE**

13. Employees aged 55 or over with qualifying membership of the Teachers' Pension Scheme (TPS) may be awarded premature retirement in the interests of the efficiency of the service and receive immediate payment of unreduced annual pension and lump sum based on their accrued contributory service at the date their employment is terminated.
14. Employees aged 55 or over who have at least three months' membership

of the Local Government Pension Scheme who are dismissed on the grounds of increased efficiency will be eligible to receive immediate payment of unreduced annual pension and lump sum based on their accrued contributory service at the date their employment is terminated.

15. In approving early retirement on these grounds, the Governing Body will assess each case on its merits following receipt of a written case, taking into account the capital costs of early retirement and the efficiency savings that will accrue from allowing the early retirement to proceed.

## **FUNDING FOR COSTS**

16. In accordance with Section 37 (5) of the 2002 Education Act, costs incurred by the Local Authority in respect of the dismissal or for the purpose of securing the resignation of any member of staff in a Maintained school shall not be met from the school's budget share for any financial year except insofar as the Authority has good reason for deducting those costs or any part of the those costs from that share.

17. The Local Authority has defined good reason to be:

- where a school has decided to offer more generous terms than the redundancy compensation set out in this policy;
- if a school acts outside of the Local Authority redundancy policy and does not act on Local Authority advice given;
- where the school has surplus balances that it has not already committed to use for specific purposes;
- where a school, is, in the Local Authority's judgement, able to absorb the redundancy costs.

18. In accordance with Section 37 (4) of the 2002 Education Act, costs incurred by the Local Authority in respect of any premature retirement of a member of staff in a Maintained school shall be met from the school's budget share for one or more financial years except insofar as the Authority agrees with the Governing Body in writing that they shall not be met. All premature retirement costs will be charged to school budgets in all but exceptional cases. Exceptional circumstances may include:

- where a school has a long-term reduction in pupil numbers and charging such costs to its budget would impact on standards;
- where a school is closing and does not have sufficient balances to cover the costs;
- where charging such costs to the school's budget would prevent the school complying with a requirement to recover a licensed deficit within the agreed timescale;

- where a school is in Special Measures (or a similar category) and does not have excess balances and employment of relevant staff is being terminated as a result of Local Authority/Government intervention to improve standards.
19. Schools requesting support with redundancy and premature retirement costs must provide a Business Case outlining the reasons for the proposed dismissal and clear rationale why the school cannot afford to fund any such costs.
20. In considering any proposal the following criteria will be applied to a school's outline Business Case by the Local Authority in reaching a decision:
- Is there a clear and detailed rationale for the proposed staffing reduction?
  - Is the proposed reduction in staffing based on a reasonable and accurate prediction of the school's future financial position?
  - Has the school provided sufficient advance warning of any possible redundancy to the Local Authority?
  - Has the school carried out a thorough investigation of ways to avoid the redundancy?
  - Does the school have an agreed procedure and policy in place which will be followed to make any reduction in staffing?
  - Has the school considered redeployment as an alternative to redundancy?

## **SEVERANCE PAYMENTS**

21. Section 37 of the Education Act makes it clear that the costs incurred in respect of securing the resignation of staff through severance arrangements shall not come from the school's delegated budget unless the Local Authority has good reason by refusing to fund all or part of the costs. Severance payments tend to be lump sum payments paid within a legal "compromise agreement".
22. Paragraph 17 sets out the Local Authority's "good reasons".



## ANNEX

Compensation under the Employment Rights Act 1996 as updated by the Employment Equality (Age) Regulations 2006. Expressed in Number of Weeks pay.

Service (Years)																				
Age	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
18*[1]	1																			
19	1	1½																		
20	1	1½	2																	
21	1	1½	2	2½																
22	1	1½	2	2½	3															
23	1½	2	2½	3	3½	4														
24	2	2½	3	3½	4	4½	5													
25	2	3	3½	4	4½	5	5½	6												
26	2	3	4	4½	5	5½	6	6½	7											
27	2	3	4	5	5½	6	6½	7	7½	8										
28	2	3	4	5	6	6½	7	7½	8	8½	9									
29	2	3	4	5	6	7	7½	8	8½	9	9½	10								
30	2	3	4	5	6	7	8	8½	9	9½	10	10½	11							
31	2	3	4	5	6	7	8	9	9½	10	10½	11	11½	12						
32	2	3	4	5	6	7	8	9	10	10½	11	11½	12	12½	13					
33	2	3	4	5	6	7	8	9	10	11	11½	12	12½	13	13½	14				
34	2	3	4	5	6	7	8	9	10	11	12	12½	13	13½	14	14½	15			
35	2	3	4	5	6	7	8	9	10	11	12	13	13½	14	14½	15	15½	16		
36	2	3	4	5	6	7	8	9	10	11	12	13	14	14½	15	15½	16	16½	17	
37	2	3	4	5	6	7	8	9	10	11	12	13	14	15	15½	16	16½	17	17½	18
38	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	16½	17	17½	18	18½
39	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	17½	18	18½	19
40	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	18½	19	19½
41	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	19½	20½
42	2½	3½	4½	5½	6½	7½	8½	9½	10½	11½	12½	13½	14½	15½	16½	17½	18½	19½	20½	21½
43	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
44	3	4½	5½	6½	7½	8½	9½	10½	11½	12½	13½	14½	15½	16½	17½	18½	19½	20½	21½	22½
45	3	4½	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
46	3	4½	6	7½	8½	9½	10½	11½	12½	13½	14½	15½	16½	17½	18½	19½	20½	21½	22½	23½
47	3	4½	6	7½	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
48	3	4½	6	7½	9	10½	11½	12½	13½	14½	15½	16½	17½	18½	19½	20½	21½	22½	23½	24½
49	3	4½	6	7½	9	10½	12	13	14	15	16	17	18	19	20	21	22	23	24	25
50	3	4½	6	7½	9	10½	12	13½	14½	15½	16½	17½	18½	19½	20½	21½	22½	23½	24½	25½
51	3	4½	6	7½	9	10½	12	13½	15	16	17	18	19	20	21	22	23	24	25	26
52	3	4½	6	7½	9	10½	12	13½	15	16½	17½	18½	19½	20½	21½	22½	23½	24½	25½	26½
53	3	4½	6	7½	9	10½	12	13½	15	16½	18	19	20	21	22	23	24	25	26	27
54	3	4½	6	7½	9	10½	12	13½	15	16½	18	19½	20½	21½	22½	23½	24½	25½	26½	27½
55	3	4½	6	7½	9	10½	12	13½	15	16½	18	19½	21	22	23	24	25	26	27	28
56	3	4½	6	7½	9	10½	12	13½	15	16½	18	19½	21	22½	23½	24½	25½	26½	27½	28½
57	3	4½	6	7½	9	10½	12	13½	15	16½	18	19½	21	22½	24	25	26	27	28	29
Service (Years)																				
	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
58	3	4½	6	7½	9	10½	12	13½	15	16½	18	19½	21	22½	24	25½	26½	27½	28½	29½
59	3	4½	6	7½	9	10½	12	13½	15	16½	18	19½	21	22½	24	25½	27	28	29	30
60	3	4½	6	7½	9	10½	12	13½	15	16½	18	19½	21	22½	24	25½	27	28½	29½	30½
61*[2]	3	4½	6	7½	9	10½	12	13½	15	16½	18	19½	21	22½	24	25½	27	28½	30	31

18\* [1] - It is possible that an individual could start to build up continuous service before age 16, but this is likely to be rare.

61\* [2] - The same figures should be used when calculating the redundancy payment for a person aged 61 and above.

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**Swindon Borough Council and NHS Swindon  
Diversity Impact Assessment for Review of Retirement & Redundancy Policy**

## **1 What's it about?**

For a number of years there have been separate Early Retirement & Redundancy Policies for teachers and school support staff. At the meeting of the Schools Forum on 11 October 2011 a report was considered proposing a review of these Policies in the light of the following:

- The increasing number of Maintained schools converting to Academy status and, therefore, sitting outside the Local Authority (LA) and these two Policies;
- The need to achieve equity across all school types;
- The requirement to obtain maximum value for money for the Dedicated Schools Grant (DSG), which, like the Council's core budget, has been under increasing pressure.

The LA's core budget of approximately £320k funds ongoing commitments but the cost of any new school redundancies is financed through the Redundancy budget in the retained part of the Designated Schools Grant (DSG) and this amounts to £200k per annum. This budget currently overspends and is running at £265k in the present financial year.

The view of the Schools Forum was that the Schools' Redundancy Policies needed to be updated to take account of recent developments, in particular, the number of schools converting to Academy status, and also that a single, revised Policy for both teaching and school support staff would make more sense.

The Forum in particular considered two options for the future management of the budget, as follows:

- Option 1 – the LA continues the retained DSG funding to meet estimated costs, which would vary from year to year.
- Option 2 – the LA delegates all funding to schools, which will then directly fund any dismissal redundancy costs, thereby enabling Maintained schools to be comparable with Academies.

Following the October Schools Forum meeting, wider consultation on the future direction of the Early Retirement & Redundancy Policy has involved the following two groups in particular:

- the Education Joint Consultative Committee, comprising Trade Union representatives and officers, at its meeting on 19 October 2011;
- the Schools Forum Sub-group on 22 November 2011.

A report on the outcome of this and other consultation will be submitted to the next meeting of the Schools Forum, on 17 January 2012.

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## **2 Who's it for?**

The Early Retirement & Redundancy Policy is for teachers and school support staff in Maintained schools, ie, Community, Voluntary-Controlled, Voluntary-Aided and Foundation schools. When Maintained schools convert to Academy status they take with them a "slice" of this budget. As the number of Academies increases, so the pressure on this budget will reduce but also the amount of funding available will decrease.

The purpose of this budget and the accompanying Policy is to support schools where there is an overwhelming case for a redundancy due to reduced resources. The funding available to a school may reduce for a number of reasons but often it is due particularly to a decrease in pupil numbers, which account for around 80% of the funding received through the agreed formula.

In these circumstances, a school will put forward a case for the retained DSG budget to fund a redundancy or early retirement where it is seen as unavoidable. Each application to the LA is carefully scrutinised by an officer Panel, chaired by the Director of Schools & Learning. The Panel must be convinced that the proposed redundancy is unavoidable and may call for additional evidence from a school to demonstrate clearly its case.

As indicated above, the Schools Forum considered two options for the future of either the LA retaining the funding within the central DSG or the funding being delegated to schools, as it is for Academies. However, the legal advice received indicates that the LA is not able to delegate funding to individual schools but can require schools to fund the costs themselves in certain circumstances, including where a school has surplus balances and no agreed plan to use them.

The revised and updated Policy will be considered at the Schools Forum meeting on 17 January 2012 and it will more clearly define the circumstances when funding may be provided to schools from the central DSG budget. Equally, it will set out the circumstances when this will not be the case.

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## **3 Impact**

The key principles behind the proposed changes to the Redundancy Policy are as follows:

- Defining more clearly the circumstances under which redundancy payments should be funded by schools or through the retained DSG;
- Ensuring that any schools with uncommitted balances fund redundancy costs – this fits with the report elsewhere on the Agenda regarding the use of school balances;
- Determining that schools will pick up costs associated with premature retirement except in exceptional circumstances;
- Enabling the LA Panel that considers applications from schools for funding redundancy costs to be more rigorous in its approach;
- Nevertheless continuing to fund redundancy costs in schools if there is a strong and robust case to do so.

The possible impact of the revised Policy, if recommended by the Schools Forum on 17 January 2012, will need to be monitored closely by the LA, schools and, in particular, the Schools Forum, especially in terms of the following:

- Whether the new Policy leads to a proportionate increase in the number of older teachers and support staff (eg, over 55 years old) that are made redundant;
- Whether there is an impact in terms of gender, ie, a proportionate increase in the number of women made redundant;
- Whether there are any other equality implications that result from the new Policy and also the increasing need for schools to minimise their costs;
- Whether there are any equality implications resulting more generally from the increased competition between schools, including Maintained schools and Academies – schools are likely to be making increasingly determined efforts in the future to attract pupils to their schools and this could be accentuated by the establishment of Free Schools.

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#### **4      So what?**

In order for the Schools Forum (and LA) to monitor the position carefully and any changes that arise, it is proposed to report to the Forum on an annual basis assessing the impact of the revised Early Retirement & Redundancy Policy.

If it is demonstrated through this data that there are equality implications arising to the detriment of particular groups, then it will be incumbent on the Schools Forum to review and revise the Policy to mitigate these effects. Ongoing discussions will also be held on this subject through the Education Joint Consultative Committee and more generally with Trade Union representatives.

Finally, it does need to be borne in mind that with an increasing number of schools converting to Academy status the revised Policy will have an impact on only a decreasing number of LA (mainly Community) schools. However, it will be important to assess whether or not these schools and their staff are becoming more disadvantaged compared to those schools that have converted to Academy status. In particular, it will need to be assessed whether any of this has an impact on the teaching and learning of children and young people in the Borough.

<b>For the record</b>	
Name of person leading this DIA <i>Ian Bickerton</i>	Date completed <i>05.01.12</i>
Names of people involved in consideration of impact	
Name of Director signing DIA <i>Ian Bickerton</i>	Date signed <i>05.01.12</i>

**Dedicated Schools Grant and Local Formula Issues 2012-15**

**Schools Forum**

**17<sup>th</sup> January 2012**

**Author:** Lead Finance Manager – Schools and Innovation

**Parish / Wards Affected:** All

**Purpose**

- To advise Forum members of the estimated Dedicated Schools Grant (DSG) and Pupil Premium (PP) position, the indicative centrally retained budget requirement and various issues relating to school funding in 2012/13.
- To seek Forum approval to proposed changes in the local fair funding formula.
- To advise Forum members of potential changes to Special Needs funding.
- To advise Forum Members of the actions and decisions that will need to be taken at or before the 6<sup>th</sup> March 2012 Forum meeting in order for 2012/213 individual school budget shares (ISB's) to be allocated.

**Recommendations**

The Schools Forum is requested to:

- Note the LAs provisional estimate of Swindon's 2012/13 DSG (£138.344m – Table 1) and PP (£3.644m – Table 2) settlements compared to the current year.
- Note the LAs provisional estimate of the centrally retained budget requirement for 2012/13 (£17.218m – Appendix B).
- Agree changes to the Early Years Single Funding Formula (EYSFF) as set out at paragraph 3.4E.
- Review and consider/ agree changes to the local fair funding formula in respect of:
  - Former Specialist School Funding (Appendix C)
  - Former Standards Fund and Ministerial Priority Funding (Appendices D, E and F).
- Note that changes in provision and funding of Special Schools will be required in 2012/13 provisionally estimated at an additional annual cost of £500,000 (paragraph 4.4).
- Note that changes in provision and funding of Special Resource Provision in mainstream settings will be required in 2012/13 provisionally estimated at an additional annual cost of £250k (Table 4 at paragraph 4.5).
- Note the timetable leading up to the issue of 2012/13 delegated school funding allocations (paragraph 7.1).
- Agree that two meetings of the Schools Forum Sub Group are held on 16<sup>th</sup> and 23<sup>rd</sup> February to enable the LA to share information and develop proposals regarding 2012/13 funding.

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

# Dedicated Schools Grant and Local Formula Issues 2012-15

Schools Forum

17<sup>th</sup> January 2012

## 1. Reasons

- 1.1 The LA is required to manage the local fair funding formula in accordance with the School Finance Regulations and to issue Individual School Budget shares by no later than 31<sup>st</sup> March each year. Although the overall value of DSG and delegated budget allocations for 2012/13 cannot be calculated until every School and Academy's January 2012 pupil census information has been validated, the LA has undertaken provisional estimates of key figures, which are described in this report.
- 1.2 In December 2010 the DfE announced various immediate changes to school revenue funding including the removal of all ring fencing and the transfer of former Standards Fund grants into the DSG. DfE also announced the reduction in Minimum Funding Guarantee (MFG) protection for individual schools from +2.1% to -1.5% per pupil. It was clear that further more significant changes would be introduced in future years and a national consultation process was duly implemented to progress this. In order to minimise disruption to individual Swindon schools, the Schools Forum agreed last March that the LA should, where possible, replicate previous Standards Fund funding formulas for 2011/12 but that this would be reviewed for future years. Following consideration of proposals made by the LA in October a series of Schools Forum Sub Group meetings were held during November and December which provided opportunities to develop proposed changes to the local formula which are included in this report for Forum consideration
- 1.3 This report provides Forum members with the following information relating to 2012/13:
  - Section 2 - Swindon's provisional estimated DSG and PP settlements
  - Section 3 - The estimated centrally retained budget requirement
  - Section 4 - Proposed changes to place based funding in SEN settings
  - Section 5 - Proposed formula changes arising from discussions with the Schools Forum Sub Group during November and December
  - Section 6 - The estimated overall funding available for distribution to Schools and Academies
  - Section 7 - The timetable for issuing 2012/13 school funding allocations.
  - Section 8 – Provisional conclusions relating to Swindon school funding

## 2. Funding Available 2012/13

### DSG

- 2.1 The 13<sup>th</sup> December 2010 school funding announcement advised that 2011/12 Guaranteed Unit of Funding (GUF) rates would be frozen at

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2010/11 levels. The 13<sup>th</sup> December 2011 announcement has confirmed that GUF's are to be frozen for a further year although changes to the overall DSG distribution formula may be implemented, probably on a phased basis, in future years. For 2012/13 this means that both the LA and Schools/Academies will have to absorb the impact of inflation and other cost pressures. Swindon's GUF rate of £4,696.48 per pupil remains the 25<sup>th</sup> lowest of 151 Authorities and £386.08 per pupil (8.2%) lower than the national average.

- 2.2 The DSG will continue to be based on January PLASC data and additional funding will be provided for pupil growth identified in January 2012. As in previous years funding for September 2012 increases will not be funded by DfE until 2013/14 and trigger funding (see section 3) will need to be earmarked by the LA within the retained budget. Set out in the table below is a summary of Swindon's estimated 2012/13 DSG settlement compared to the current year:

<b><u>Table 1 – Pupil and DSG Projections 2012/13</u></b>	2011/12 Actuals	2012/13 Provisional Estimate	Annual Change
School and Alternative Provision pupil census	27,713	27,865	+152
Early Years census	1,592	1,592	-
<b>Total DSG eligible pupils</b>	<b>29,305</b>	<b>29,457</b>	<b>+152</b>
Guaranteed Unit of Funding	£4,696.48	£4,696.48	-
<b>Total DSG settlement</b>	<b>£137.630m</b>	<b>£138.344m</b>	<b>+£0.714m</b>

- 2.3 School Forum Members are advised that this is a provisional estimate only based on projected trends applied to the October 2011 census as discussed with the School Place Planning and Performance and Information teams. This estimate will be refined to reflect information from the January census, although, as in previous years, the final grant value will not be confirmed by DfE until June. In calculating the 2011/12 DSG, Forum Members may recall that the LA significantly underestimated the early year's census and steps will be taken to improve this for 2012/13. The LA is provisionally assuming the DfE calculation is accurate.
- 2.4 The LA has not previously included Elective Home Educated pupils on its census as this is optional. Such pupils can be included but only where the LA is providing a significant contribution towards the education of these pupils. There is a risk that this could add pressure to the DSG if subsequent costs of provision exceed the value of grant received. There are currently 67 such pupils in Swindon which would attract additional

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DSG of approximately £315k. The LA is assessing likely future costs compared to funding and the position will be confirmed at the March Forum meeting.

- 2.5 The provisional calculation of the 2012/13 DSG funding settlement is estimated at **£138.344m** which equates to a year on year increase of **0.5%**. Elsewhere on this agenda is a report on the 2011/12 retained budget position which identifies that approximately £0.5m arising from LA underspends and unallocated Standards Fund grants may also be available for distribution in 2012/13.

**Schools Forum is asked to note that the LA is provisionally estimating the 2012/13 DSG settlement at £138.344m and that, with the addition of £0.5m underspends carried forward from the current year, a total of £138.844m will be available to fund the Retained and Delegated Schools Budget in 2012/13.**

- 2.6 Forum members are reminded that a proportion of Swindon's DSG equal to the amount determined by the local formula plus a proportion of centrally retained DSG (and core) funding is recouped by DfE in respect of Academies at the start of the year. This cannot be quantified until the DSG is finalised, the retained budget has been agreed and the local formula rates have been set. In addition the LA will need to estimate the further loss of DSG arising from in year Academy conversions which are likely to take place after 1<sup>st</sup> April 2012.

### Pupil Premium

- 2.7 The Pupil Premium was introduced in 2011/12 and, based on national funding announcements, the overall value is planned to increase from £625m to £2.5bn by 2014/15. This should therefore represent significant additional funding for those schools which have eligible pupils. The LA had assumed that the value per pupil would increase each year proportionate to annual funding and would quadruple over 4 years but, arising from the consultation, DfE have announced that the scope of funding for disadvantaged pupils is increasing. From 2012/13 onwards, any pupil who, as at January is identified as being eligible or was previously eligible for Free School Meals (FSM) at any point during the previous 6 years will attract the premium. It is therefore vital that both schools and the LA encourage parents to register their child as eligible so that schools receive their maximum PP entitlement. Information regarding FSM is published on the Council's website and within the Primary and Secondary Admissions guides.

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- 2.8 The LA's Performance and Information Team is able to track prior FSM eligibility which will enable funds to be included in delegated school budgets from the start of the year. On 14<sup>th</sup> December 2011, to assist in their financial and service planning, Swindon schools were notified of the 2012/13 PP values which will be as follows:
- **Disadvantaged pupils** – £600 per pupil eligible for FSM over the last 6 years will be delegated to relevant schools. The current year figure was initially £430 but was subsequently increased to £488. The increase to £600 represents a 23% year on year increase.
  - **Service Children** – £250 per Service pupil on roll as at January 2012 will be delegated to relevant schools, a £50 (20%) increase over the current year rate.
  - **Looked After Children** – the LA will receive £600 for every pupil in care for at least six months during 2011/12 (currently £488) which equates to a cash allocation of **£99,000**. Precise details on how this funding will be allocated next year will be presented to the 6<sup>th</sup> March Forum but it is envisaged this will be similar to the current year as summarised below:
    - **Primary sector** – The majority of funding will be delegated to relevant schools with a proportion retained to provide contingency funding for pupils who may come into care later in the year.
    - **Secondary sector** – As discussed with Secondary Headteachers last year, the LA will retain the majority of this funding to retain two Secondary Behaviour Support staff. As the PP value is increasing, it is likely that some funding will be delegated to relevant schools.
- 2.9 Although the PP is not ring fenced, from September 2012, DfE require schools to publish on-line information on how they have used their funding. New measures will be included in performance tables that will capture the attainment of pupils covered by the PP. DfE have confirmed their longer term intention for the Premium to be mainstreamed within the DSG although timescales are unknown at this stage.
- 2.10 The table below provides estimates of the Pupil Premium funding Swindon will receive in 2012/13 as calculated by DfE and the LA compared to the 2011/12 settlement. As with DSG these estimates will be refined following the January 2012 PLASC and will not be confirmed by DfE until June.

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<b><u>Table 2 – PP Projections 2012/13</u></b>	2011/12 Actuals Excluding Academies	2012/13 Provisional Estimate (DfE)	2012/13 Provisional Estimate (LA)
Deprivation (FSM) @ £430 / £600	£1,631,420 (3,794 pupils)	£3,815,100 (6,359 pupils)	£3,510,000 (5,850 pupils)
Service Children @ £200 / £250	£27,800 (139 pupils)	£35,250 (141 pupils)	£35,250 (141 pupils)
LAC @ £430 / £600	£73,530 (171 pupils)	£99,000 (165 pupils)	£99,000 (165 pupils)
<b>Total Pupil Premium</b>	<b>£1,732,750</b>	<b>£3,949,000</b>	<b>£3,644,250</b>
Add in year increases	£229,970		
<b>Total 2011/12 PP funding</b>	<b>£1,962,720</b>		

- 2.11 With regard to FSM pupils, the LAs estimate of 2012/13 eligible pupils is currently lower than the DfE estimate which includes their estimate for Academy Pupils which is being verified. The LA figure may also be marginally understating eligibility as we do not currently hold information on prior FSM eligibility for pupils who join Swindon schools from other LAs. Further work will be undertaken to fully assess the position but at this stage the LA is assuming that the lower figure is applicable.

**Forum Members are asked to note the LA's indicative 2012/13 Pupil Premium estimate of £3.644m.**

### Post 16 Funding

- 2.12 Funding for sixth forms has in the past been paid to the LA by the Young Peoples Learning Agency (YPLA) and directly passed over to relevant settings in delegated budgets. From April the YPLA is being replaced / renamed as the Education Funding Agency and the LA is unclear whether existing payment arrangements will remain during 2012/13. As previously notified by DfE, allocations will reflect the convergence of 16-18 funding rates between schools and the Further Education Sector but precise funding for 2012/13 is unknown at this stage. The value of funding received and directly passed on to Swindon sixth forms at St Josephs and Ridgeway during 2011/12 was £1.855m. As both these settings are now Academies the LA may not have a role in paying sixth form funding in future. This position will be clarified in March.

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- 2.13 The YPLA has also provides the LA with a contribution towards post 16 SEN provision which, in the current year, totalled £662,000. This funding is indirectly used to meet post 16 placement costs at Uplands special schools relating to students with SEN statements. When a student with a SEN statement stays in the school sector for their post 16 learning, the statement is maintained. This funding is shown as income in the retained budget and for 2012/13 is provisionally estimated at **£600,000**.

#### Funding Beyond 2012/13

- 2.14 At this stage the LA is focussing on assessing the 2012/13 financial position, although estimates of DSG and PP funding receivable in future years will be provided to the 6<sup>th</sup> March 2012 Schools Forum. Although DfE have announced that overall DSG funding will be frozen throughout the CSR period, there remains a possibility that individual LA funding rates may vary and the LA recently joined the F40 group of low funded Authorities which is lobbying government to implement changes sooner rather than later. Attached at Appendix A is a letter sent to the Secretary of State for Education on 30<sup>th</sup> November 2011 which was signed by Councillor David Renard and the relevant cabinet member in other F40 Authorities.
- 2.15 There is cause for cautious optimism that Swindon's DSG funding settlement will be improved as DfE have acknowledged that there are long standing inequities in the existing "spend plus" grant distribution system which relies on historic funding/spending decisions going back to 2005/06. There is however uncertainty over how quickly changes will be implemented and transition periods of up to 10 years have been suggested by DfE representatives. Any improvements to Swindon's DSG settlement would directly feed through as increased delegated funding to schools.

### 3. Centrally Retained Budget Position 2012/13

- 3.1 After provisionally quantifying the estimated DSG settlement value at **£138.344m** the LA has also commenced work to draft the 2012/13 retained budget. This work will be refined over the next few weeks leading up to proposals which will be presented to the 6<sup>th</sup> March Schools Forum meeting when final decisions will need to be taken on how the grant is to be shared between the LA and Schools/Academies.
- 3.2 Forum Members will be aware that the LA has experienced significant pressure on its retained budget over recent years, primarily as a result of demands arising from continued pupil growth. The LA was able to contain spending within the retained budget agreed by the Forum during 2010/11

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(when a £49,000 underspend was achieved) and a separate report on today's agenda indicates that a favourable year end position is also projected for 2011/12 (£248,000 underspend).

- 3.3 In order to maximise the likelihood of this continuing in 2012/13 it is vital that a realistic retained budget is set and the LA would welcome the opportunity of discussing this with Schools Forum Sub Group members during February. This proved very useful last year as the LA was able to facilitate meaningful dialogue by sharing detailed information on current costs and planning assumptions relating to key areas such as Out of Borough placements and the impact of planned pupil growth on set up costs and trigger funding. The following dates which despite one falling in half term, have been provisionally agreed with the Chair of the Forum and Sub Group, are suggested:

- Thursday 16<sup>th</sup> February – 9.30 to 11.30 venue TBC
- Thursday 23<sup>rd</sup> February – 9.30 to 11.30 venue TBC

**Forum Members are asked to agree the above meetings of the Schools Forum Sub Group which all members of the Forum are invited to attend.**

- 3.4 Forum members will be aware that a substantial amount of funding retained by the LA is actually spent on the provision of services by other agencies or is temporarily retained pending in year allocation to Swindon schools. Attached at Appendix B to this report is a schedule showing draft 2012/13 estimates for each element of the retained budget compared to the current year. These estimates will be refined over the next few weeks and key issues to bring to Forum members attention at this time, including options to reduce central spending and/or increase delegations to schools, are summarised below:

#### A) Out of Borough School Fees

- The LA seeks to avoid Out of Borough placements wherever possible but a number of pupils, predominantly those with acute SEN needs, cannot be accommodated within Swindon schools.
- Latest projections are based on expected costs throughout 2012/13 of all current placements which total £2.588m plus a contingency of £0.212m to cover price increases and potential new in year placements. (A detailed schedule of individual placements will be shared with the Sub Group in February).
- The total Out of Borough budget for 2012/13 is therefore provisionally estimated a **£2.8m** which is a considerable reduction over the current year budget of £3.273m This partially reflects increased placements

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of SEN pupils with more complex needs in Swindon special schools which is reviewed at section 4 of this report.

- The key to minimising out of borough costs is to accommodate a greater number of pupils within Swindon schools although this is limited due to capacity constraints. Significant capital investment would be required in Special Schools and SRP's to alleviate this.

### B) Recoupment

- As in recent years Swindon is anticipating being a net exporter of pupils to other LA's as our Special schools and SRP's are expected to be largely full throughout the year.
- Due to pupils finalising their secondary education and leaving the school system the financial position is however expected to improve in 2012/13 and a detailed schedule of anticipated income and expenditure relating to individual pupils will be presented to the Sub Group. Provisional projections of next year's costs and income are as follows:

• Costs paid to Other Local Authorities (OLAs)	£0.395m
• Contingency for new placements	£0.050m
• Less costs recovered from OLA's	- <u>£0.335m</u>
• Net cost to the DSG	<b>£0.110m</b>

### C) School Set up Costs

- This is funding retained by the LA but allocated during the year to specific schools that are providing additional places. This includes funding for both new schools that are opening in all year groups or on a phased basis, and covers items such as furniture, loose equipment, ICT, books and teaching materials.
- Costs in 2012/13 are currently estimated at **£0.370m** and a schedule supporting this estimate will be presented to the Sub Group.
- The LA is currently awaiting clarification from DfE regarding revenue funding of the new Croft school. The LA is responsible for capital costs arising from construction etc. although, as a sponsored Academy, the LA will not receive DSG for these pupils or be responsible for funding any on-going provision. Set up costs are however a grey area.
- The funding of set up costs has historically been dealt with as a revenue charge to the DSG and the provisional indicative amount for Croft school is estimated at £300,000, all falling due in 2012/13. The LA is awaiting clarification that any recruitment and staffing costs incurred by the sponsors (the White Horse Federation) prior to the new school opening will be directly funded by DfE and not be a charge on Swindon's DSG. The alternative of funding some costs from capital

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grants is also being investigated, although the level of capital expenditure on schools in Swindon has for many years exceeded the level of grant available, which is insufficient to meet the needs of the growing school age population.

- At this stage the LA is assuming that funding for Croft School set up costs will need to be met from DSG during 2012/13.
- In terms of easing future pressure against this budget the LA is reviewing the level of funding currently provided although this is not considered excessive.
- Alternatively it may be possible for set up costs to be spread over a number of years via an LA loan arrangement, although this would commit a small but increasing proportion of future DSG to fund repayments, given the expectation of further school expansion in the years ahead.

### D) Trigger Funding

- Although centrally retained, this funding is allocated in year to those schools which have significant pupil growth. The scheme covers both **planned** (i.e. LA funds all additional pupils in September at new schools which are opening in phases or at schools which have agreed to increase admission numbers following LA requests) and **unplanned** increases (i.e. LA funds pupil increases at any school which experiences above 4% pupil growth in September/January).
- Latest forecasts are that funding of **£0.844m** will be required in 2012/13 and a breakdown will be provided to the Sub Group. In line with DfE guidance no funding is earmarked for Croft school.
- In terms of easing pressure on this budget the LA could limit the scope of future payments to only include planned expansions and not fund general rises in pupil numbers. This would mean that schools in the latter category would not attract additional funding until the following financial year which mirrors the national DSG funding system.
- The table below illustrates the level of recent spending and potential saving to the retained budget if only planned expansion is funded:

<b><u>Table 3 – Trigger Funding</u></b>	Planned Expansion	Unplanned Expansion	Total Trigger Funding
2009/10 – actuals	£408.189	£159,603	£567,792
2010/11 – actuals	£684.655	£73,002	£757,657
2011/12 – projection	£837,240	£82,472	£919,712
2012/13 – estimate	£620,000	£224,000	£844,000

- The Schools Forum may wish to consider changing this policy now or refer this matter for further consideration by the Schools Forum Sub

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Group. The LA would not be suggesting this change if the DSG funding rates were not frozen but it will become increasingly difficult to manage the DSG in future years and all options need to be considered.

### E) Early Years Single Funding Formula (EYSFF)

- Forum members will be aware that Swindon received additional DSG during 2011/12 to fund the increased early years free nursery entitlement for 3 and 4 year olds from 12.5 to 15 hours per week.
- In response to increasing pressure on the EYSFF budget, as agreed by the Schools Forum, the Early Years Reference Group (EYRG) met recently to identify options on how formula changes could be introduced next year in view of a DSG cash freeze.
- The EYRG acknowledged the financial situation and, assuming the Forum agrees the proposed changes listed below, provisional estimates are that savings identified will offset rising demand costs without a budget increase i.e. a 2012/13 EYSFF budget would be required of **£7.100m**.

**Forum Members are asked to agree the following EYSFF changes for 2012/13:**

- **Cease transition protection (parachute) payments payable for vacant places in maintained settings resulting in an annual saving of approximately £37k.**
- **Reduce the value of enhancement funding by 50% to £500 per year for quality and £250 per year for flexibility, which together with application of the revised criteria below will result in annual savings of approximately £100k.**
- **Fund enhancements on a pro rata basis so that 1/3 of the above values are paid each term subject to eligibility and not annually as at present**
- **Raise the level at which the quality enhancement is paid to only those settings which have;**
  - **an early years professional/qualified teacher and**
  - **50% of other staff are qualified to at least level 3**

### F) Education other Than At School (EOTAS)

- In estimating the costs of EOTAS provision savings of £59k have been identified relating to the vacation of facilities at Hillside which provided services to pregnant teenage mothers. A proportion of this saving is being used to develop an alternative service linked to the Family Nurse partnership. .

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- The LA would however wish to partially reinvest these savings by employing a new 0.9 FTE Reintegration Officer post at an estimated annual cost of £30,000.
- Taking account of both the above items, the provisional EOTAS budget requirement for 2012/13 is estimated at **£1.415m**.

### G) Tuition Service

- There is a degree of uncertainty relating to the Tuition Service which currently provides education for 60 pupils.
- Forum Members may be aware that, with effect from September 2011, DfE introduced a statutory requirement for all pupils to access alternative education of 25 hours per week unless medical conditions prevent this. Previously there was no defined minimum.
- The LA is taking steps to increase provision in the most cost effective way and will be going out to tender in the new year to add a service providing broader curriculum activities to small groups of pupils to enable the LA to meet the 25 hour requirement.
- The Tuition Service will continue to integrate pupils as fast as possible but, partly due to new exclusions guidance and current data, demand is likely to increase. In addition management arrangements for this service are under review as part of the Council's Stronger Together programme which may affect future service costs.
- Costings will be developed over the next few weeks but the provisional 2012/13 budget is estimated at **£650k**, which is £150k above the current year.

### H) Diploma Formula Grant (DFG)

- As part of the DfE mainstreaming of grants process, funding was centrally retained in 2011/12 to fund 14-19 provision in various Swindon settings. As the Diploma programme ceased earlier this year the LA will not need to retain any further DSG in 2012/13.

### I) Increased Delegations

- At the 11<sup>th</sup> October 2011 Forum meeting members agreed in principle that the LA should develop proposals to increase delegation in a number of areas and updates are provided below:
  - **Schools in Challenging Circumstances** - £150k planned budget reduction is confirmed and is reflected in the 2012/13 proposed budget of **£350k** in Appendix B

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

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- **SENRAP** – After delegating £500k to primary schools in 2011/12, with a rising number of SEN pupils, the LA does not feel it would be appropriate to reduce SENRAP funding any further during 2012/13 and a budget of **£1.4m** is provisionally proposed.
- **Redundancies and Early Retirement Funding** – A separate report on today's agenda details proposals to apply a stricter funding policy for all school redundancy costs and to cease discretionary LA funding towards support staff early retirement costs. In addition, Academies will not be eligible for any LA support after conversion and a 2012/13 budget of **£25k** is proposed which releases £175k for inclusion in delegated school budgets.
- During the 2011/12 budget setting process a number of other delegations were considered and updates are provided below:
  - **Education Support Service (ESS)** – With effect from September 2011 negotiations with individual schools were concluded which resulted in the LA passing on 7/12 of the retained budget in respect of ESS provision. Full year funding for these schools will be included in their delegated ISB's in 2012/13 and the LA will retain only **£10k** to fulfil the statutory monitoring and a co-ordinating role.
  - **Portage** – Following a full consultation process with service users and staff, the Portage service was reshaped during 2011 to provide a more flexible service within a reduced 2011/12 budget of £111k which released savings of £80k. In setting the 2012/13 budget further savings of £20k have been identified reducing the 2012/13 budget requirement to **£91k**.
  - **Secondary Behaviour Support Team** – The LA service was decommissioned last year which, as planned, releases funding of £74k which was retained in 2011/12 to pay part year salary costs.
  - **Primary and Secondary Strategy Support** – The LA service was decommissioned last year which, as planned, releases funding of £123k which was retained in 2011/12 to pay part year salary costs.
  - **Maternity Costs** – The LA will not be funding any maternity claims from schools during 2012/13 which, as planned, will release £87k.
  - **Youth Engagement Project (YEP) / The Oakfield Project (TOP)** – Due to the practise of secondary schools effectively paying termly in advance, the LA was unable to fully release retained funding for the YEP service which ceased on 31<sup>st</sup> March 2011. From 1<sup>st</sup> April

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2011 the LA has, in collaboration with Secondary Headteachers operated the TOP service from the Oakfield Campus. This service is predominantly funded by school contributions but the LA agreed to fund premise costs from the retained budget and provision has been made for **£50k**.

- As agreed at the 11<sup>th</sup> October Forum meeting, funding released by the LA from reducing the retained budget will not be separately allocated as increased delegations to schools in 2012/13. All reductions to the retained budget effectively enhance the overall funding available for distribution via the local formula by allowing inflationary uplifts to be applied.

### J) Convertor Academy Recoupment (LACSEG)

- Forum members will be aware that, as and when schools convert to Academy status, in addition to the value of their delegated budget, they also receive LACSEG (Local Authority Equivalent Central Services Grant) which is a pupil based share of elements of both the retained DSG budget and the LAs core budget.
- The theory is that LAs will reduce their central spending every time an Academy converts although LAs across the country, the LGA and ADCS dispute this is possible at the levels expected by DfE. The LA believes that the majority of costs which are within the scope of LACSEG are fixed and are not directly affected by an Academy conversion.
- With regard to the LA's core budget:
  - Swindon's formula grant loss was reflected in the national Local Government funding settlement – for 2011/12 the loss was £541,000 and for 2012/13 will be £968,000. This is being managed by the Council's cabinet along with wider grant cuts. In response to the recent LACSEG consultation DfE have changed the basis of the core funding recoupment from a national top slice to a Local Authority specific grant cut which has major implication for areas such as Swindon where a high proportion of schools have or are intending to convert.
  - Although protection is in place which will ensure no further grant cuts are experienced in 2011/12 or 2012/13, a very significant loss of grant will be experienced in 2013/14 although the value cannot be quantified at this time. Unless traded services are

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secured with Academies, the LA provision of the Education Welfare and other services are likely to be significantly cut.

- With regard to the retained DSG:
  - Forum members will recall that in setting the current year retained budget, the Schools Forum acknowledged that, having reviewed the proposed retained budget, the LA would not have scope to fund in year losses and it was agreed that a provision of £409,000 needed to be made for the loss of DSG funding in 2011/12.
  - For 2012/13 the LA is proposing that a similar approach is taken and provisional estimates have been made of the loss based on the current recoupment formula (which is under consultation and likely to change) and the number of schools which have already or are likely to convert during 2012/13. This is provisionally estimated at **£666,000** and full details will be provided to the Sub Group in February.

### K) Corporate Overheads Charged to DSG

- Schools Forum members have been advised that the LA historically charged approximately £1.5m of corporate and departmental overheads to the DSG. This covers services such as the Director of Children Services (and his management team's) statutory responsibilities and corporate costs which support the delivery of DSG funded services including Human Resources, Payroll, Legal, Democratic, Finance, Audit, Insurance, Property, Procurement, ICT and Office Accommodation costs etc. which are apportioned across all Council departments. For Children's Services, charges are then split between Core and DSG funded services.
- In setting the 2011/12 budget, in recognition of LACSEG and the Council's overall savings strategy, a reduced corporate charge to the retained DSG was agreed of £0.2m and a further similar reduction is being proposed to Cabinet for 2012/13 as part of the Council Tax setting process which, if confirmed in February, will bring the total charge down to **£976,000**.
- To comply with standard accounting practise the LA is required to allocate corporate overheads across DSG services but, during examination of 2010/11 budgets in preparation for increased delegations, it was clear that historic allocation methods were inconsistent. Furthermore the way in which overheads are allocated

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across services now has implications for the Section 251 statement and it is this statement which is used to calculate Academy recoupment values. Pending a review of these allocations, all corporate overheads have been stripped out of service budgets and are included in Appendix B as a separate budget line. This means that the cost of each individual service reflects actual pay and direct running costs.

- 3.5 The LA's initial forecast is that a retained budget of **£17.218m** will need to be agreed by the Schools Forum for 2012-13. This is significantly lower than the 2011/12 budget agreed by the Schools Forum of £19.323m, demonstrating the LAs commitment to maximising the proportion of DSG available for distribution to Schools and Academies.

**Forum Members are asked to note that the LAs initial estimate of the 2012/13 retained budget is £17.218m.**

### 4. Special School and Special Resource Provision (SRP) Funding

- 4.1 During the 2011/12 budget setting process Forum members agreed that in view of the national review of SEN, overall funding in the local formula should remain broadly in line with the January 2008 Audit and only relatively minor changes were agreed to reflect increasing provision in specific settings. This mirrored the approach taken with mainstream schools where stability was considered by both the LA and Schools Forum as being the overriding priority for 2011/12 funding. It remains unclear from the DfE consultation papers when any national SEN changes will be implemented and the LA and Special School Headteachers feel that changes are required next year to the funding of special schools to fully recognise changes in demand since their place based funding was set in 2008. Some minor changes are also proposed for SRP's.

#### Special Schools

- 4.2 In consultation with the Association of Swindon Special School Headteachers (ASSSH) the LA has undertaken a full review of provision which included:
- A reassessment of the number of places required in each setting both now and to recognise and meet estimated changes in demand throughout 2012/13.
  - A review and rationalisation of the bandings which are used to allocate delegated funding in the local formula.

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- 4.3 The outcome of the above exercise, including moderation of the places and bandings was agreed between the LA and ASSSH during November and throughout December the LA has been assessing the potential financial implications of proposed funding changes. Across the sector it is clear that:
- Overall demand for places in special schools has gradually increased.
  - There has been an increase in the proportion of pupils with complex needs which are placed in some special schools
  - Pressure on the LAs out of borough placement budget has eased (as summarised at para 3.4A above) which, at least in part, has arisen due to increasing placements of complex needs pupils in Swindon schools
  - Despite pressures, over recent years, balances across special schools have remained relatively high
- 4.4 The LAs costings of new special school funding models are scheduled to be shared with ASSSH on 19<sup>th</sup> January and it is likely that this will result in proposals for an overall increase in funding across the sector but with possible reductions in some settings which may need to be phased in over a number of years. For planning purposes the LA is provisionally assuming at this stage that delegated funding to special schools will need to increase from £9.559m in 2011/12 by approximately **£500k** for 2012/13. This increase broadly equates to the LAs proposed reduction to the retained Out of Borough budget and should not detrimentally affect the level of funding allocated to mainstream schools. An update following the ASSSH meeting will be provided to the Sub Group and firm recommendations will be presented to the 6<sup>th</sup> March Forum meeting.

**Forum Members are asked to note the probability that Special school funding will need to increase next year by approximately £500k.**

#### Special Resource Provision (SRP)

- 4.5 In addition to special schools, Forum members will be aware that a network of SRP's are operated across the Borough (in both mainstream Schools and Academies) which are commissioned by the LA to meet SEN demand. Delegated SRP funding of £2.866m was allocated to schools in 2011/12 and a further £65k has subsequently been allocated in year to meet increased provision from the retained SENRAP budget. A commentary on proposed place changes for 2012/13 is provided below:

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<b><u>Table 4 – SRP Funding</u></b>	2011/12 Actual Funding	Commentary on recent / proposed changes
Redoaks <ul style="list-style-type: none"> <li>• 12 Hearing Impaired places</li> <li>• 6 Learning Difficulties &amp; Disability places</li> </ul>	£559,001	<ul style="list-style-type: none"> <li>• £88k extra allocation in 2011/12 budget to fund 3 extra places</li> <li>• £13k SENRAP funding allocated in year for 1 extra place</li> <li>• 1 additional Hearing Impaired place required September 2012</li> </ul>
Mountford Manor <ul style="list-style-type: none"> <li>• 6 BESD places</li> </ul>	£85,000	<ul style="list-style-type: none"> <li>• £85k transferred from Nylands to cover new 6 place unit at Mountford Manor which opened in June 2011</li> <li>• Further funding required to cover full year costs in 2012/13</li> </ul>
Greendown (now Lydiard Academy) <ul style="list-style-type: none"> <li>• 9 Autistic Spectrum Disorder places</li> </ul>	£233,918	<ul style="list-style-type: none"> <li>• £85k extra allocation in 2011/12 budget for 3 additional places.</li> <li>• 3 further additional place required September 2012</li> </ul>
Robert Le Kyng <ul style="list-style-type: none"> <li>• 10 Physically Impaired places</li> </ul>	£210,567	<ul style="list-style-type: none"> <li>• No changes required</li> </ul>
Eldene <ul style="list-style-type: none"> <li>• 8 Complex Learning places</li> </ul>	£139,978	<ul style="list-style-type: none"> <li>• No changes required</li> </ul>
Even Swindon <ul style="list-style-type: none"> <li>• 14 Severe Speech and Language places</li> </ul>	£219,880	<ul style="list-style-type: none"> <li>• No changes required</li> </ul>
Millbrook <ul style="list-style-type: none"> <li>• 8 complex learning difficulty places</li> </ul>	£139,978	<ul style="list-style-type: none"> <li>• No changes required</li> </ul>
Ruskin Junior <ul style="list-style-type: none"> <li>• 6 Autistic Spectrum Disorder Places</li> </ul>	£212,305	<ul style="list-style-type: none"> <li>• £52k in year SENRAP funding allocated for 3 extra places</li> <li>• 4 additional places required July 2012 reducing to 2 from September 2012</li> </ul>
Westlea <ul style="list-style-type: none"> <li>• 12 Physical Disability places</li> </ul>	£190,041	<ul style="list-style-type: none"> <li>• No changes required</li> </ul>

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Kingsdown • 15 Autistic Spectrum Disorder places	£306,510	• 1 additional place required September 2012
Ridgeway • 6 Hearing Impaired places	£97,774	• No changes required
Commonweal • 24 Severe Physical and Learning Difficulty places • 15 Physically Impaired places	£263,956  £207,563	• 6 additional place required September 2012  • 4 additional place required September 2012
<b>Total SRP Funding</b>	<b>£2,866,471</b>	

- 4.6 It is clear from the above schedule that additional places will need to be funded in 2012/13 although appropriate amounts have yet to be determined or discussed with relevant schools.

**Forum Members are asked to note that additional SRP funding provisionally estimated at £250k will need to be allocated in 2012/13.**

### 5. Local Formula Rationalisation 2012/13

- 5.1 At the 11<sup>th</sup> October 2011 Schools Forum meeting the LA presented a report on school funding reform based on information provided in the DfE consultation documents. This confirmed that DfE would not be introducing any changes to the DSG national funding system in 2012/13 but that there was a very strong indication that future fair funding formulas (whether national or remaining local) would need to be simplified to ensure greater consistency across the country. In light of this and the removal of all ring fencing, the LA submitted the following proposals which represented steps towards simplification of funding effective from 2012/13:
- **PSA/Extended Services Cluster Funding** – Forum agreed the LA proposal that all funding would initially be delegated to individual schools which may subsequently agree to collaborate in clusters.
  - **Threshold Pay Grant** – Forum agreed the LA proposal that the value of this funding would be maintained within sectors but transferred as an inflationary uplift to AWPU and SEN place funding factors.

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- **Former Standards Fund Grants and Former Ministerial Priority Funding** – Forum asked that the Sub Group review the implications of the LA proposal that the value of funding across sectors is maintained but transferred as an inflationary uplift to AWPU and SEN place funding factors unless individual schools were significantly affected.
- 5.2 The Schools Forum Sub Group met on four occasions during November and early December and was presented with schedules which illustrated the indicative impact of all the above funding changes based on January 2011 pupil numbers and funding values. The LA could not provide actual funding changes in 2012/13 as these will be based on January 2012 pupil numbers although the figures presented are unlikely to be materially different.
- 5.3 With regard to Cluster funding and Former Threshold Pay Grant allocations, the Sub Group was presented with a schedule showing the impact of changes to individual school funding prior to the LA writing out to Headteachers advising them of this on 7<sup>th</sup> December 2011. The most significant impact of this change is in the secondary sector as Isambard School currently receive very little Threshold Pay Grant funding as the school was much smaller and staffing costs were much lower when the original grant values were calculated. As a consequence of moving Threshold Pay Grant into sector AWPU values Isambard will benefit by approximately £70,000 per year with corresponding decreases in other secondary schools.
- 5.4 With regard to Former Standards Fund Grants and Ministerial priority funding the Sub Group requested a number of options to be modelled by the LA which has resulted in the following proposals:
  - a) **Specialist School Funding** - A total of £1.360m is currently shared across secondary schools proportionate to the funding they received under previous grant conditions when funding was allocated for specialisms which no longer apply. Attached at Appendix C is a schedule showing the impact of more equitably sharing this funding proportionate to pupil numbers via AWPU increases which was supported by the Sub Group. Highworth Warneford would receive a reduction of approximately £60,000 with other schools either gaining or losing sums of between £300 up to £25,000.

**Forum Members are asked to agree that former specialist school funding is allocated via uplifts to 2012/13 Secondary AWPU values. (see paragraph 5.5)**

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- b) **Former Ministerial Priority Funding** – A total of £5.514m is currently allocated across all schools based on a range of factors which sought to target funds for personalisation and practical learning which the previous government identified as priorities. The Sub Group proposed that this funding should be more equitably distributed based on pupil numbers with special school places multiplied by a factor of 5. However although all schools currently receive some of this this funding large elements were allocated specifically for deprivation and this funding is not therefore evenly distributed at present. The impact of moving all this funding into AWPU's is therefore significant with a general transfer of funds from more deprived settings. Although it could be argued that the Pupil Premium is increasing funding for more deprived settings, the LA feels that transitional arrangements over 3 years are required in respect of Ministerial Priority funding. Attached at Appendix D is a schedule showing the indicative impact across all schools of moving 33% of this funding into AWPU and Special School places.

**Forum Members are asked to agree that 33% of former Ministerial Priority funding is allocated via uplifts to 2012/13 AWPU and special school place funding values and that a further 33% is transferred in 2013/14 and 2014/15. (see paragraph 5.5)**

- c) **Former Standards Fund Grants which are currently allocated to all schools** – A total of £11.833m is currently allocated across all schools in accordance with standards fund grant conditions which were prevailing at the time but are no longer relevant. The Sub Group proposed that this funding should be more equitably distributed based on pupil numbers, with special school places multiplied by a factor of 5, whilst retaining existing sector funding levels. Attached at Appendix E is the schedule presented to the Sub Group which showed the indicative impact across all schools which, for the preferred option B, is summarised as follows:

d)

<b><u>Table 5 – Impact of revised SF allocations</u></b>	Maximum Gain	Maximum Loss	No of schools with > £30k change
Primary	£59,613	£51,872	14
Secondary	£59,063	£90,203	6
Special	£42,576	£39,250	2

Although the impact on the majority of schools would be relatively minor the Sub Group recognised that some schools would gain or lose significantly and that this change should therefore be

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implemented over two years. In accordance with this suggestion the LA has added option C which retains existing funding methods for 50% of 2011/12 values and moves 50% into AWPU and special school place funding values. The maximum gains and losses shown in Table 5 are therefore reduced by 50%.

**Forum Members are asked to agree that 50% of former Standards Fund Grants which all schools currently receive a share of is retained for 2012/13 with 50% allocated via uplifts to 2012/13 AWPU and special school place funding values. (see paragraph 5.5)**

- e) **Former Standards Fund Grants which are currently allocated to some primary and secondary schools** – A total of £1.501m is currently allocated across some mainstream schools in accordance with standards fund grant conditions which were prevailing at the time to target specific resources but are no longer relevant. The Sub Group proposed that this funding should be more equitably distributed based on mainstream pupil numbers as estimated at option D which retains existing sector funding levels but with changes implemented over two years. Although the majority of primary schools would only be marginal gainers, a small number would see significant reductions whilst changes in the secondary sector would be much more significant. Attached at Appendix F is the schedule presented to the Sub Group which showed the indicative impact across all schools which, under preferred option D, is summarised as follows:

<b><u>Table 6 – Impact of revised SF allocations</u></b>	Maximum Gain	Maximum Loss	No of schools with > £30k change
Primary	£5,889	£35,930	1
Secondary	£63,926	£133,932	9
Special	N / A	N / A	-

**Forum Members are asked to agree that 50% of former Standards Fund Grants which are currently allocate to a small number of schools is retained for 2012/13 with 50% allocated via uplifts to 2012/13 AWPU values. (see paragraph 5.5)**

### Overall Summary

- 5.5 Although the LA feels that steps towards simplification of local formula funding are necessary to avoid huge changes being implemented when a national formula or national criteria are introduced this needs to be manageable for individual schools. As requested by the Sub Group the LA has reviewed the cumulative effect of all the proposed funding changes (excluding cluster funding) on individual schools which is attached at

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Appendix G. This provides a provisional indication of the overall funding changes schools will experience based on January 2011 pupil numbers.

**Schools Forum may wish to reflect on Appendix G before making decisions listed at 5.4 above or refer the matter back to the Sub Group for further review.**

### Minimum Funding Guarantee

- 5.6 In order to ensure the Minimum Funding Guarantee (MFG) protection scheme works correctly and allows the required transfers of funding agreed by the Schools Forum the following items need to be confirmed as being excluded from year on year funding changes in the MFG calculation:

**Forum Members are asked to agree that the following items are excluded from the MFG calculation:**

- **Cluster Funding**
- **Former Threshold Pay Grant**
- **Former Standards Funds Grants**
- **Former Ministerial Priority Funding**

## **6. Indicative School Budget Share Allocations 2012/13**

- 6.1 As described in section 2 the overall value of the 2012/13 DSG is estimated at **£138.344m** and after retention of **£17.218m** for the retained budget (see section 3) this leaves **£121.126m** for distribution across schools via the local formula – excluding the Pupil Premium. (Early years and sixth form funding is also excluded from this figure and will be paid separately to relevant settings). The overall estimated value of funding available next year to fund 5 to 16 year old pupils compared to 2011/12 is summarised in the table below:

<b><u>Table 7 – Indicative School Funding</u></b>	<b>2011/12</b>	<b>2012/13</b>
Delegated ISB's to Schools and Academies	£118.348m	<b>£121.126m</b>
<b>Indicative year on year £ change</b>		<b>+ £2.778m</b>
<b>Indicative year on year % change</b>		<b>+2.3%</b>
<b>Add balance available from 2010/11 and 2011/12</b>		<b>+£0.500m</b>
<b>Total year on year £ change</b>		<b>+£3.278</b>
<b>Total year on year % change</b>		<b>+2.8%</b>

- 6.2 As shown at Table 1 Swindon's DSG settlement is only expected to increase by approximately 0.5% in 2012/13 as no inflationary increases are being paid by DfE. The steps taken by the LA to increase delegation and reduce other areas of spending will however allow overall funding to schools to increase next year by approximately **2.8%**.

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- 6.3 The table below provides a provisional early estimate of the overall funding position across Swindon schools for age 5 to 16 pupils. It is important to recognise that the position for individual schools will be primarily determined by their January 2012 pupil numbers and whether they have gained or lost funding arising from the formula rationalisation described at section 5 above.

<b>Table 8 – 2011/12 to 2012/13 Indicative School Funding</b>				
	2011/12 £m	2012/13 £m	Change £m	Change %
DSG	118.348	121.626	+3.278	+2.8%
PP (exc LAC)	1.889	3.545	+1.656	+87.7%
<b>Totals</b>	<b>120.237</b>	<b>125.171</b>	<b>+4.934</b>	<b>+4.1%</b>

**Forum Members are asked to note that the provisional amount of 2012/13 funding available for distribution to Schools and Academies for 5 to 16 year pupils is £125.2m.**

- 6.4 The above estimates will be refined in light of the January 2012 PLASC and discussions with the Sub Group during February. The position for individual schools will also be calculated and anonymously presented to the Sub Group prior to the 6<sup>th</sup> March Schools Forum meeting. Final decisions on all 2012/13 funding matters will need to be taken either today or at the March meeting including:
- Early Years Single Funding Formula – as detailed at section 3 above
  - Special Schools – as outlined at section 4 above
  - Special Resource Provision – as outlined at section 4 above
  - Formula rationalisation – as proposed at section 5 above
  - Gorse Hill Discretionary funding – as detailed in a separate report on today's agenda

## 7. Timetable for Issue of 2012/13 School Funding Allocations

- 7.1 Set out below are the key stages leading up to the LA issuing 2012/13 funding allocations to schools and Academies:

Action	Deadline
1. 17 <sup>th</sup> January Schools Forum notes key issues and considers/agrees SRP and local formula changes including MFG exclusions re Cluster Funding, Former Threshold Pay Grant, Former Standards Funds Grants and Former Ministerial Priority Funding	17 <sup>th</sup> Jan

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2. 19 <sup>th</sup> January ASSSH meeting reviews LA proposals re 2012/13 Special School Funding	19 <sup>th</sup> January
3. All Schools/Academies submit their 19 <sup>th</sup> January 2012 PLASC data to the Performance & Information Team	7 <sup>th</sup> February
4. Performance & information Team validate data received (dual registrations etc.) and forward pupil numbers information etc. to the Finance Team	14 <sup>th</sup> February
5. Finance Team refine DSG and PP estimates based on January 2012 PLASC	15 <sup>th</sup> February
6. 16 <sup>th</sup> February Schools Forum Sub Group reviews LAs update re DSG, retained budget, SEN plus any issues relating to 2012/13 funding	16 <sup>th</sup> February
7. Finance Team re-calculate overall DSG and draft individual school budgets reflecting feedback from the sub group	21 <sup>st</sup> February
8. 23 <sup>rd</sup> February Schools Forum Sub Group reviews draft individual school budgets (anonymous details only)	23 <sup>rd</sup> February
9. Finance Team issue <b>provisional</b> individual 2012/13 funding allocations to Schools and Academies to provide early funding indication and enable data to be reviewed and checked.	27 <sup>th</sup> February
10. 6 <sup>th</sup> March Schools Forum agrees final DSG, retained budget, SEN proposals, other local formula issues plus any other matters relating to 2012/13 funding	6 <sup>th</sup> March
11. 7 <sup>th</sup> March Finance team issues final individual 2012/13 funding allocations to Schools and Academies.	7 <sup>th</sup> March
<p>NB 1 – Swindon Academy is a sponsored Academy and, in the main is funded directly by DfE other than former Penhill primary pupils which are included in our DSG and recouped as with converter Academies</p> <p>NB 2 – The funding for all converter Academies continues to be based on the LAs local formula but, after the addition of LACSEG, is paid in the following Academic year. There is a strong likelihood that this time delay will cease as a consequence of the recent consultation on school funding reform.</p>	

- 7.2 Forum members are asked, in particular to note the requirement for all Schools and Academies to provide the LAs Performance and Information Team with their 19<sup>th</sup> January PLASC data by 7<sup>th</sup> February as requested in a letter from the Group Director – Children sent on 14<sup>th</sup> December. The LA cannot finalise its DSG calculations or commence individual school funding allocations until PLASC data from every school and Academy has been received and validated. If there are any delays it is unlikely that the

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

## Dedicated Schools Grant and Local Formula Issues 2012-15

Schools Forum

17<sup>th</sup> January 2012

LA will be able to issue provisional funding allocations to schools before 7<sup>th</sup> March.

### 8. Conclusions

- 8.1 Despite the cash freeze in 2012/13 DSG per pupil funding rates and the loss of funding due to Academy conversions, the steps taken by the LA to effectively manage the retained budget in 2010/11 and 2011/12 and to further reduce the value of the retained budget in 2012/13, should enable delegated DSG funding to increase by approximately 2.8% next year. In the current public sector funding climate this is considered a reasonable settlement by the LA. This position will be confirmed and reported to the 6<sup>th</sup> March Schools Forum meeting. The LA acknowledges however that increased funding is required for special schools and that the settlements for individual schools will vary depending on changes in their pupil numbers and other characteristics.
- 8.2 The LA remains committed to increasing delegation in future years with a view to ensuring Swindon schools are funded as close to the level of an Academy as possible. The table below summarises the gradual transfer of DSG funding from the LA to Schools/Academies:

**Table 9 - Summary of DSG sharing between LA and Schools/Academies**

	Retained		Delegated		Total DSG
	Value	%	Value	%	
2010/11 budget	£17.4m	14.8	£100.0m	85.2	£117.4m
2011/12 budget	£19.3m	14.0	£118.3m	86.0	£137.6m
2012/13 provisional	£17.2m	12.4	£121.1m	87.6	£138.3m

- 8.3 The recent DFE consultation on school funding reform makes it clear that local formulas will need to be simplified at some stage in the future and the LA has made a number of proposals at section 5 of this report which are in line with this principle. This means however that some Swindon schools will be receiving challenging budget share allocations next year and the LA welcomes the continuing opportunity to review this with the Schools Forum Sub Group to ensure pragmatic stepped changes are implemented where possible.
- 8.4 Although precise guidance on the level of funding that schools can expect to receive beyond 2012/13 cannot be provided at this time, it is clear that those schools which do not attract high pupil premium funding will find it increasingly difficult to sustain current levels of staffing/spending. Despite this uncertainty it is more important than ever for schools to prepare

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



## Dedicated Schools Grant and Local Formula Issues 2012-15

Schools Forum

17<sup>th</sup> January 2012

medium term revenue plans covering the next 3 to 5 years. The LA will issue provisional 2013/15 allocations as soon as possible in the new year and will be pleased to provide consultancy support to improve financial planning in any Swindon school.

- 8.5 There would appear to be cause for cautious optimism that Swindon's DSG funding will, over the next few years, become more comparable with the national average which would provide increasing funding for all Swindon settings. For 2012/13 Swindon's DSG Guaranteed Unit of Funding per pupil is £4,696 which is £386 less than the national average. If Swindon were to be funded at the national average, additional DSG of approximately £11.3m (8.2%) would be received and could be passed on to schools as an increase delegated budgets. The LA will continue to collaborate with F40 authorities to lobby for early changes to the DSG distribution formula.

### Alternative Options

There are various options presented throughout this report.

#### Risk Management

##### *Financial and Procurement Implications*

- Various financial issues are included throughout this report. Key risks are:
  - Over estimating the overall DSG, Pupil Premium or Post 16 SEN grant settlements would result in the LA issuing Individual School Budget shares above the value of available funding.
  - Under estimating the value of the retained budget (including provision for Academy conversion recoupments) could result in the LA overspending during 2012/13 and having to carry forward a deficit to 2013/14.
  - Individual schools with reduced funding allocations in 2012/13 will need to take steps to reduce their spending to ensure deficits do not occur.

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

- There are no direct legal or human rights implications arising from this report.

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

- Scheme for Financing Swindon Schools and local fair funding formula

##### *Diversity Impact Assessments*

- As there are no specific proposals in this report, DIA's have not been completed.

### Consultees

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

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

## **Dedicated Schools Grant and Local Formula Issues 2012-15**

**Schools Forum**

**17<sup>th</sup> January 2012**

### **Background Papers and Appendices**

Appendix A – Copy of letter sent by F40 Authorities including Swindon seeking early reform of school funding.

Appendix B - Summary of Draft 2012/13 Retained Budget.

Appendix C – Schedule of indicative 2012/13 funding changes re specialist school funding which all secondary schools currently receive.

Appendix D - Schedule of indicative 2012/13 funding changes re former ministerial priority funding allocations which all schools currently receive.

Appendix E - Schedule of indicative 2012/13 funding changes re former Standards Fund grants which all schools currently receive.

Appendix F - Schedule of indicative 2012/13 funding changes re former Standards Fund grants which only some schools currently receive.

Appendix G – Summary of indicative cumulative 2012/13 proposed funding changes.

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



The Secretary, F40 Group, Bank Chambers, Market Place, Guisborough, TS14 6BN

Rt Hon Michael Gove MP  
Secretary of State for Education  
Department for Education  
Sanctuary Buildings  
Great Smith Street  
London, SW1P 3BT

30 November 2011

Dear Mr Gove,

### **School Funding Reform**

The School Funding Reform consultation, which concluded in October, provides a perfect opportunity for the government to create a new, fairer and more transparent system for the allocation of funding to schools in this country.

As representatives of the poorest funded authorities in England with responsibility for schools we are writing this jointly signed letter to highlight the problems inherent in the existing system and to emphasise the importance of achieving a more appropriate system for the future.

We firmly believe that this is a once in a generation opportunity for the government to be bold and undertake reform that will make a real difference to the education of children in those authorities that have for too many years been disadvantaged by a discredited formula which uses unreliable and out of date data.

As you will know, f40 has been campaigning for a fairer system for well over a decade. The allocations for pupils in the authorities in the f40 group are the lowest in the country. League tables clearly demonstrate how disadvantaged the poorest funded authorities are compared with those who are better funded. Whilst f40 has welcomed the extra money allocated to education in recent years, it believes that adjustments to the funding system have failed to address the fundamental problems inherent in the old system. Despite recently introduced changes to the funding allocation system, the gap between the 'haves' and 'have nots' has widened even further.

F40 has always maintained that it wants to see a system which recognises the differing needs of all local authorities whether they are in urban, rural or inner London locations. Historically, we have argued against taking funds from authorities more highly ranked in the funding league tables to improve the position of the poorest funded authorities, but the current economic situation

makes it difficult to maintain this stance. What we must have is a system which allows children in the lowest funded councils to have the same opportunities as their peers in better funded local authorities.

The Pupil Premium has not created the shift in allocations of funding required to fundamentally change the position of the poorest funded authorities and schools. In fact, because it adds yet more funding for deprived pupils in all authorities (including the well-funded), it has further increased the differential in funding for our members. We also have concerns about the use of Free School Meals as the only indicator for targeting the Pupil Premium when low take up in rural areas means that these often correlate poorly with real deprivation. Even in urban areas, some schools benefit far more than others. We hope that over time the government will be able to make use of better systems for targeting pockets of deprivation and will continue to work closely with local authorities and academies to pursue improvements.

The “spend plus” methodology, which has been used for too long on the previous formula, has intensified the problems and made them worse over time. The funding gap between the best and worst funded authorities has widened as a consequence. The mainstreaming of a number of areas of specific funding and removal of ring-fencing, whilst welcome in many respects, carries the risk of further entrenching this problem. Indeed, the mainstreaming of specific grants into the DSG has further widened the gap in many authorities compared to 2010-11.

This group of local authorities, therefore, very much welcomes the government’s commitment to change the funding system and make it fairer. We support a greater emphasis on a basic per pupil funding entitlement for all pupils based upon a clear assessment of need and any move to break down the sharp disparities in funding that currently exist. Most importantly we support a clear and simple formula that gives clarity for schools in their planning and a fair allocation of resources.

Finally, we are concerned about how long it may take to implement the reforms. It is critically important that the timeframe for change is reasonably rapid otherwise the poorly funded authorities continue to struggle especially in times of low funding growth, but increasing cost pressures. Turbulence is an issue, but local authorities have managed to handle change very well in the past and we can do so again.

Yours sincerely

Representatives of the poorest funded local authorities



Cllr David Sawyer  
Lead Member - Children's Services and Portfolio Holder -  
Education  
Bedford Borough Council



Cllr Nicola Greene  
Cabinet Member for Education and Children's Services  
Bournemouth Borough Council



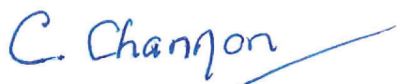
Cllr David Brown  
Cabinet Member for Children & Young People's Services  
Cambridgeshire County Council



Cllr Maurice Jones  
Deputy Leader and Executive Member, Corporate  
Resources  
Central Bedfordshire Council



Cllr Hilda Gaddum  
Lead Member for Children's Services  
Cheshire East Borough Council



Cllr Christine Channon  
Cabinet Member for Schools and Learning  
Devon County Council and  
Chairman of the Devon Children's Trust



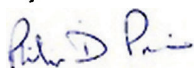
Cllr Mrs Toni Coombs  
Cabinet Member for Children's Services  
Dorset County Council



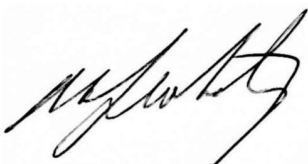
Cllr Julie Abraham  
Portfolio Holder for Children, Young People and Schools  
East Riding of Yorkshire Council



Cllr Jackie Hall  
Cabinet Member for Education & Skills  
Gloucestershire County Council



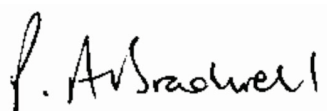
Cllr Philip Price  
Deputy Leader Herefordshire Council  
Cabinet Member for Corporate Services and Education  
Herefordshire Council



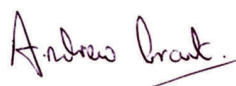
Cllr Mike Whiting  
Cabinet Member for Education, Learning and Skills  
Kent County Council



Cllr Ivan Ould, Chair of f40 and  
Lead Member for Children & Older Peoples' Services  
Leicestershire County Council



Cllr Mrs Patricia Bradwell  
Executive Councillor for Children's Services  
Lincolnshire County Council



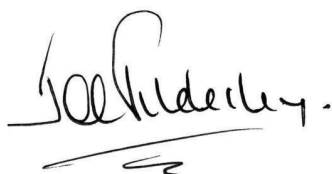
Cllr Andrew Grant  
Cabinet Member for Children, Learning and Skills  
Northamptonshire County Council



Cllr Melinda Tilley  
Cabinet Member for Schools Improvement  
Oxfordshire County Council



Cllr Aggie Caesar-Homden  
Portfolio Holder – Education & Skills  
Shropshire County Council



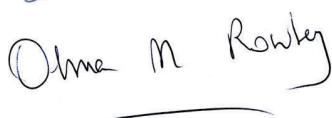
Cllr Joe Tildesley  
Cabinet Member for Education, Children and Young People  
Solihull Metropolitan Borough Council



Cllr Sheila Cook  
Executive Member for Children and Young People  
South Gloucestershire Council



Cllr David Renard  
Cabinet Member for Children's Services  
Swindon Borough Council



Cllr Olivia Rowley  
Cabinet Member for Children and Young People  
Wakefield MDC



Cllr Mrs Heather Timms  
Children, Young People and Families Portfolio Holder  
Warwickshire County Council



Cllr Rob Stanton  
Deputy Leader and Lead Member for Education Services  
Wokingham Borough Council



Cllr Jane Potter  
Cabinet Member for Education and Skills  
Worcestershire County Council



Cllr Ruth Potter  
Cabinet Member for Education, Children's & Young People's Services  
City of York Council

Directorate / Service Description	2011-12 Budget	2011-12 End of November Projections	2012-13 Draft Proposed Budget
	£'000	£'000	
<b>Strategy &amp; Commissioning - Sue Wald</b>			
2000 - Early Years Single Funding Formula Payments	7,114	6,972	7,100
<b>Safeguarding &amp; Corporate Parenting - Sara Tough</b>			
3702 - Portage Saltway	111	111	91
3701 - Education Support Service	611	633	10
3412 - Statemented Pupils Equipment	142	132	130
<b>Schools &amp; Learning - Paddy Bradley</b>			
3427 - Schools in Challenging Circumstances	331	331	350
3427 - Primary National Strategy Support for Targeted schools	170	170	
Primary and Secondary strategy consultancy support	123	123	0
3408 - SENRAP	1,297	1,243	1,400
3415 - Recoupment	290	300	110
3551 - Out of Borough School Fees	3,273	3,152	2,800
3422 - EOTAS - CAMHS (Mental Health Support) (FA 9006)	26	26	1,415
3422 - EOTAS - Pupil Referral Unit (FA 9000)	531	520	
3422 - EOTAS - Riverside (BESD) (FA9001)	561	561	
3422 - EOTAS - GWH (Hospital teaching) (FA9004)	151	151	
3422 - The Oakfield Project			50
3422 - EOTAS - Hillside	59	74	0
YEP and SCEP	142	142	0
3341 - Diploma Formula Grant	286	286	0
3406 - Speech and Language Therapy	144	147	143
3426 - Secondary Behaviour Support Team	78	74	-
3552 - Travellers Children	84	84	77
3609 - S & L Consultants (EMAG, One to One Tuition, ECAR)	185	135	185
3555 - Tuition Service	500	556	650
<b>Access &amp; Provision - Ian Bickerton</b>			
3356 - Admissions	205	193	190
3358 - Administration of Free school Meals Entitlements	10	5	
2002 - DSG Premature Retirement & Redundancy Costs	200	265	25
3004 - Maternity costs	87	162	-
3002 - Trade union Facilities	22	22	10
Schools Forum	5	2	2
School Meals Consultant	7	7	-
3151 - School Set up costs	480	497	370
3149 - School Commitments (Trigger Funding)	865	899	844
<b>Central Budgets - Steve Haley</b>			
Corporate Overheads charged to DSG	1,060	1,060	860
Departmental Overheads charged to DSG	160	113	116
Academy LACSEG recoupment	409	303	666
Provision to meet 50% of school equal pay costs	224	224	224
YPLA post 16 SEN funding	( 620 )	( 662 )	( 600 )
<b>Total net 2011/12 retained DSG budget</b>	<b>19,323</b>	<b>18,993</b>	<b>17,218</b>

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## Schools Forum 17th January 2012- Reallocation of Former Specialist Funding

Pupil Numbers Yrs 6-11		Total (current Allocation)	Redistributed based upon pupil numbers	Indicative £ Increase / (£ Decrease)
<b>Secondary</b>				
Highworth Warneford School	927	£179,583	£119,178	(£60,405)
Isambard School	945	£121,905	£121,492	(£413)
Kingsdown School	1263	£137,127	£162,375	£25,248
The Ridgeway School	1078	£142,803	£138,590	(£4,213)
The Commonweal School	1092	£129,000	£140,390	£11,390
Churchfields School	955	£123,195	£122,777	(£418)
Dorcan Technology College	1086	£129,000	£139,619	£10,619
Nova Hreod School	1146	£129,000	£147,333	£18,333
St Joseph's Catholic College	1097	£140,739	£141,033	£294
Greendown Community School	994	£128,226	£127,791	(£435)
<b>Total Secondary Sector</b>	<b>10,583</b>	<b>£1,360,578</b>	<b>£1,360,578</b>	<b>£0</b>

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## Schools Forum 17th January 2012- Reallocation of Former Ministerial Priority Funding

	Pupil Numbers (as per Jan 2011 PLASC Nursery - Yr 11) Weighted for specials	Existing Allocation £	Funding based upon 66% of current funding £	Balance of funding (34%) allocated on pupil numbers @ current sector funding level £	Total Proposed Indicative Allocation 2012-13 £	Indicative Increases/ (Decreases) £
<b>Primary</b>		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Robert le Kyng Primary School	398	£63,694	£42,612	£22,312	£64,924	£1,229
Drove Primary School	485	£117,417	£78,552	£27,201	£105,753	(£11,664)
Eldene Primary School	325	£80,818	£54,067	£18,220	£72,287	(£8,531)
Even Swindon Primary School	420	£55,739	£37,289	£23,523	£60,812	£5,073
Ferndale Primary School	323	£72,689	£48,629	£18,108	£66,737	(£5,953)
Gorse Hill Junior School	215	£60,037	£40,165	£12,053	£52,218	(£7,819)
Gorse Hill Infant School	200	£47,518	£31,790	£11,235	£43,024	(£4,494)
Lainesmead Primary School	336	£105,870	£70,827	£18,836	£89,663	(£16,207)
Lawn Primary School	412	£84,868	£56,777	£23,097	£79,874	(£4,994)
Lethbridge Primary School	484	£50,966	£34,096	£27,133	£61,229	£10,264
Moredon Primary School	432	£113,033	£75,619	£24,245	£99,864	(£13,169)
Mountford Manor Primary School	222	£100,020	£66,914	£12,443	£79,357	(£20,664)
Goddard Park Pri	406	£171,742	£114,895	£22,749	£137,645	(£34,097)
Oaktree Nursery and Primary School	271	£111,220	£74,406	£15,215	£89,621	(£21,599)
Penhill Primary	277	£141,538	£94,689	£15,506	£110,195	(£31,343)
Rodbournne Cheney Primary School	185	£49,239	£32,941	£10,371	£43,312	(£5,927)
Seven Fields Primary School	265	£115,556	£77,307	£14,872	£92,178	(£23,377)
King William Street CE Primary School	160	£23,008	£15,393	£8,970	£24,362	£1,354
Holy Family Catholic Primary School	261	£82,761	£55,367	£14,632	£69,999	(£12,762)
Holy Rood Catholic Junior School	272	£51,717	£34,599	£15,248	£49,847	(£1,870)
Holy Rood Catholic Infant School	183	£35,892	£24,012	£10,259	£34,271	(£1,621)
St Mary's Catholic Primary School	274	£37,295	£24,950	£15,361	£40,311	£3,016
Liden Primary School	321	£50,207	£33,588	£17,995	£51,584	£1,377
Oliver Tomkins CE Infant School	157	£29,307	£19,606	£8,802	£28,408	(£899)
Oliver Tomkins CE Junior School	172	£40,412	£27,036	£9,642	£36,678	(£3,734)
Shaw Ridge Primary School	336	£26,446	£17,692	£18,836	£36,529	£10,083
Bishopstone CE Primary School	37	£2,357	£1,577	£2,074	£3,651	£1,294
St Andrew's CE Primary School	192	£14,363	£9,609	£10,764	£20,373	£6,009
Chiseldon Primary School	152	£13,420	£8,978	£8,521	£17,499	£4,079
Covingham Park Primary School	343	£35,550	£23,783	£19,229	£43,012	£7,462
East Wichell Community Primary School	15	£1,925	£1,288	£841	£2,129	£204
Orchid Vale Primary School	240	£10,915	£7,302	£13,466	£20,768	£9,853
Red Oaks Primary School	460	£22,273	£14,901	£25,777	£40,677	£18,404
St Francis Primary School	323	£13,595	£9,095	£18,087	£27,183	£13,587
Bridlewood Primary School	215	£10,177	£6,808	£12,053	£18,861	£8,684
Catherine Wayte Primary School	344	£14,089	£9,425	£19,285	£28,710	£14,621
Abbey Meads Community Primary School	302	£33,033	£22,099	£16,930	£39,029	£5,996
Peatmoor Community Primary School	193	£12,081	£8,082	£10,820	£18,902	£6,821
Haydonleigh Primary School	396	£24,272	£16,238	£22,200	£38,438	£14,166
Greenmeadow Primary School	239	£24,122	£16,137	£13,398	£29,536	£5,414
Haydon Wick Primary School	271	£31,875	£21,325	£15,192	£36,517	£4,642
Southfield Junior School	242	£19,880	£13,299	£13,567	£26,866	£6,987
Westrop Primary School	229	£23,863	£15,964	£12,838	£28,802	£4,939
Eastrop Infant School	167	£14,479	£9,687	£9,362	£19,049	£4,569
Nythe Primary School	158	£31,219	£20,886	£8,858	£29,743	(£1,476)
Millbrook Primary	298	£42,935	£28,723	£16,706	£45,429	£2,495
South Marston CE Primary School	106	£9,036	£6,045	£5,942	£11,988	£2,951
Colebrook Infant School	128	£13,534	£9,054	£7,176	£16,230	£2,696
Colebrook Junior School	149	£15,149	£10,134	£8,353	£18,487	£3,339
Grange Junior School	321	£30,159	£20,176	£17,995	£38,172	£8,013
Grange Infant Community School	268	£26,403	£17,664	£15,024	£32,688	£6,285
Ruskin Junior School	366	£81,394	£54,453	£20,518	£74,971	(£6,423)
Beechcroft Infant School	260	£63,305	£42,351	£14,576	£56,927	(£6,378)
St Catherine's Catholic Primary School	197	£39,061	£26,132	£11,044	£37,176	(£1,885)
Toothill Primary School	184	£37,806	£25,292	£10,315	£35,607	(£2,199)
Wanborough Primary School	206	£16,142	£10,799	£11,548	£22,348	£6,205
Westlea Primary School	301	£29,527	£19,753	£16,874	£36,628	£7,101
Brook Field Primary School	401	£24,819	£16,604	£22,480	£39,084	£14,265
Wroughton Junior School	337	£39,953	£26,729	£18,892	£45,621	£5,668
Wroughton Infant School	259	£31,698	£21,206	£14,520	£35,726	£4,027
Tregoze Primary School	212	£19,267	£12,889	£11,885	£24,774	£5,508
Oakhurst Community Primary School	257	£12,130	£8,115	£14,419	£22,534	£10,404
<b>Total Primary Sector</b>	<b>16,561</b>	<b>£2,804,817</b>	<b>£1,876,423</b>	<b>£928,394</b>	<b>£2,804,817</b>	<b>£0</b>

	Pupil Numbers (as per Jan 2011 PLASC Nursery - Yr 11) Weighted for specials	Existing Allocation £	Funding based upon 66% of current funding £	Balance of funding (34%) allocated on pupil numbers @ current sector funding level £	Total Proposed Indicative Allocation 2012-13 £	Indicative Increases/ (Decreases) £
<b>Secondary</b>						
		£	£	£	£	£
Highworth Warneford School	927	£144,374	£96,586	£68,336	£164,922	£20,548
Isambard School	945	£141,435	£94,620	£69,663	£164,283	£22,848
Kingsdown School	1,263	£208,943	£139,783	£93,105	£232,888	£23,945
The Ridgeway School	1,078	£172,320	£115,282	£79,467	£194,750	£22,429
The Commonweal School	1,092	£183,310	£122,635	£80,499	£203,134	£19,824
Churchfields School	955	£363,457	£243,153	£70,400	£313,553	(£49,904)
Dorcan Technology College	1,086	£331,368	£221,685	£80,057	£301,742	(£29,626)
Nova Hreod School	1,146	£333,026	£222,795	£84,480	£307,275	(£25,752)
St Joseph's Catholic College	1,097	£305,974	£204,696	£80,868	£285,564	(£20,409)
Greendown Community School	994	£172,742	£115,565	£73,275	£188,840	£16,097
<b>Total Secondary Sector</b>	<b>10,583</b>	<b>£2,356,950</b>	<b>£1,576,799</b>	<b>£780,150</b>	<b>£2,356,950</b>	<b>£0</b>
<b>Special</b>						
		£	£	£	£	£
St Luke's School	305	£53,655	£35,895	£17,126	£53,021	(£634)
Brimble Hill Special School	319	£50,571	£33,832	£17,900	£51,732	£1,161
The Chalet School	180	£26,161	£17,502	£10,107	£27,609	£1,447
Crowdys Hill School	655	£110,921	£74,206	£36,778	£110,984	£63
Uplands School	475	£81,312	£54,398	£26,671	£81,069	(£243)
Nyland School	145	£30,018	£20,082	£8,142	£28,224	(£1,794)
<b>Total Special Sector</b>	<b>2,079</b>	<b>£352,638</b>	<b>£235,915</b>	<b>£116,723</b>	<b>£352,638</b>	<b>£0</b>
	<b>29,222</b>	<b>£5,514,405</b>	<b>£3,689,137</b>	<b>£1,825,268</b>	<b>£5,514,404</b>	<b>(£0)</b>

## Schools Forum 17th January 2012 - Reallocation of Former Standards Fund Grants Allocated to all schools

			Reallocation Option B		Reallocation Option C			
	Pupil Numbers Nursery - Yr 11 (Weighted for Special Schools)	Total (Current Allocations)	Reallocation based upon Pupil numbers @ current sector funding level	£ Increase/ (£ Decrease)	50% Allocation based upon current funding	50% Redistribution based upon Pupil numbers @ current sector funding level	Total Allocation	£ Increase/ (£ Decrease)
Primary		£	£	£	£	£	£	£
Robert le Kyng Primary School	398	£140,378	£165,205	£24,828	£70,189	£82,602.68	£152,791	£12,414
Drove Primary School	485	£190,975	£201,401	£10,427	£95,487	£100,700.55	£196,188	£5,213
Eldene Primary School	325	£126,400	£134,904	£8,504	£63,200	£67,451.94	£130,652	£4,252
Even Swindon Primary School	420	£186,831	£174,171	(£12,660)	£93,416	£87,085.64	£180,501	(£6,330)
Ferndale Primary School	323	£169,567	£134,074	(£35,494)	£84,784	£67,036.85	£151,821	(£17,747)
Gorse Hill Junior School	215	£104,296	£89,244	(£15,052)	£52,148	£44,622.05	£96,770	(£7,526)
Gorse Hill Infant School	200	£101,911	£83,184	(£18,727)	£50,956	£41,591.90	£92,547	(£9,364)
Lainesmead Primary School	336	£161,353	£139,470	(£21,883)	£80,676	£69,734.93	£150,411	(£10,941)
Lawn Primary School	412	£156,888	£171,017	£14,128	£78,444	£85,508.30	£163,953	£7,064
Lethbridge Primary School	484	£141,290	£200,903	£59,613	£70,645	£100,451.50	£171,096	£29,807
Moredon Primary School	432	£186,321	£179,518	(£6,804)	£93,161	£89,758.81	£182,920	(£3,402)
Mountford Manor Primary School	222	£137,155	£92,133	(£45,022)	£68,577	£46,066.56	£114,644	(£22,511)
Goddard Park Primary	406	£216,723	£168,443	(£48,280)	£108,361	£84,221.53	£192,583	(£24,140)
Oaktree Nursery and Primary School	271	£164,527	£112,655	(£51,872)	£82,263	£56,327.56	£138,591	(£25,936)
Penhill Primary	277	£112,014	£114,814	£2,800	£56,007	£57,406.79	£113,414	£1,400
Rodbourne Cheney Primary School	185	£82,922	£76,791	(£6,131)	£41,461	£38,395.72	£79,857	(£3,065)
Seven Fields Primary School	265	£146,643	£110,115	(£36,528)	£73,321	£55,057.38	£128,379	(£18,264)
King William Street CE Primary School	160	£88,216	£66,414	(£21,802)	£44,108	£33,207.11	£77,315	(£10,901)
Holy Family Catholic Primary School	261	£117,346	£108,338	(£9,008)	£58,673	£54,169.09	£112,842	(£4,504)
Holy Rood Catholic Junior School	272	£93,412	£112,904	£19,492	£46,706	£56,452.08	£103,158	£9,746
Holy Rood Catholic Infant School	183	£77,067	£75,961	(£1,106)	£38,534	£37,980.63	£76,514	(£553)
St Mary's Catholic Primary School	274	£108,189	£113,734	£5,545	£54,095	£56,867.17	£110,962	£2,772
Liden Primary School	321	£126,940	£133,244	£6,303	£63,470	£66,621.76	£130,092	£3,152
Oliver Tomkins CE Infant School	157	£58,468	£65,169	£6,701	£29,234	£32,584.47	£61,818	£3,350
Oliver Tomkins CE Junior School	172	£87,263	£71,395	(£15,868)	£43,632	£35,697.64	£79,329	(£7,934)
Shaw Ridge Primary School	336	£102,987	£139,470	£36,482	£51,494	£69,734.93	£121,229	£18,241
Bishopstone CE Primary School	37	£45,595	£15,358	(£30,237)	£22,798	£7,679.14	£30,477	(£15,118)
St Andrew's CE Primary School	192	£66,268	£79,697	£13,429	£33,134	£39,848.53	£72,983	£6,714
Chiseldon Primary School	152	£62,393	£63,094	£700	£31,197	£31,546.75	£62,743	£350
Covingham Park Primary School	343	£133,211	£142,375	£9,164	£66,606	£71,187.74	£137,793	£4,582
East Wichell Community Primary School	15	£49,869	£6,226	(£43,643)	£24,935	£3,113.17	£28,048	(£21,821)
Orchid Vale Primary School	240	£96,653	£99,704	£3,051	£48,327	£49,852.17	£98,179	£1,526
Red Oaks Primary School	460	£156,221	£190,858	£34,637	£78,111	£95,428.92	£173,540	£17,318
St Francis Primary School	323	£130,702	£133,924	£3,222	£65,351	£66,962.13	£132,313	£1,611
Bridlewood Primary School	215	£104,323	£89,244	(£15,079)	£52,162	£44,622.05	£96,784	(£7,540)
Catherine Wayte Primary School	344	£109,281	£142,791	£33,509	£54,641	£71,395.28	£126,036	£16,755
Abbey Meads Community Primary School	302	£124,096	£125,357	£1,260	£62,048	£62,678.42	£124,727	£630
Peatmoor Community Primary School	193	£75,709	£80,112	£4,403	£37,855	£40,056.07	£77,911	£2,201
Haydonleigh Primary School	396	£116,008	£164,375	£48,367	£58,004	£82,187.59	£140,192	£24,183
Greenmeadow Primary School	239	£76,080	£99,206	£23,126	£38,040	£49,603.12	£87,643	£11,563
Haydon Wick Primary School	271	£88,527	£112,489	£23,962	£44,264	£56,244.54	£100,508	£11,981
Southfield Junior School fr 1/9/11	242	£100,856	£100,451	(£404)	£50,428	£50,225.75	£100,654	(£202)
Westrop Primary School	229	£108,389	£95,055	(£13,333)	£54,194	£47,527.67	£101,722	(£6,667)
Eastrop Infant School	167	£74,778	£69,320	(£5,458)	£37,389	£34,659.92	£72,049	(£2,729)
Nythe Primary School	158	£78,520	£65,584	(£12,936)	£39,260	£32,792.02	£72,052	(£6,468)
Millbrook Primary School	298	£142,641	£123,696	(£18,945)	£71,321	£61,848.24	£133,169	(£9,473)
South Marston CE Primary School	106	£67,699	£43,999	(£23,700)	£33,850	£21,999.71	£55,849	(£11,850)
Colebrook Infant School	128	£73,767	£53,131	(£20,636)	£36,884	£26,565.69	£63,449	(£10,318)
Colebrook Junior School	149	£74,670	£61,848	(£12,822)	£37,335	£30,924.12	£68,259	(£6,411)
Grange Junior School	321	£101,304	£133,244	£31,940	£50,652	£66,621.76	£117,274	£15,970
Grange Infant Community School	268	£72,539	£111,244	£38,705	£36,270	£55,621.90	£91,891	£19,352
Ruskin Junior School	366	£135,461	£151,923	£16,462	£67,730	£75,961.26	£143,692	£8,231
Beechcroft Infant School	260	£95,961	£107,923	£11,962	£47,981	£53,961.55	£101,942	£5,981
St Catherine's Catholic Primary School	197	£93,065	£81,773	(£11,293)	£46,533	£40,886.25	£87,419	(£5,646)
Toothill Primary School	184	£103,263	£76,376	(£26,887)	£51,632	£38,188.17	£89,820	(£13,444)
Wanborough Primary School	206	£72,248	£85,508	£13,260	£36,124	£42,754.15	£78,878	£6,630
Westlea Primary School	301	£112,996	£124,942	£11,945	£56,498	£62,470.87	£118,969	£5,973
Brook Field Primary School	401	£120,253	£166,451	£46,197	£60,127	£83,225.31	£143,352	£23,099
Wroughton Junior School	337	£121,224	£139,885	£18,661	£60,612	£69,942.47	£130,554	£9,331
Wroughton Infant School	259	£80,372	£107,508	£27,136	£40,186	£53,754.01	£93,940	£13,568
Tregoe Primary School	212	£91,183	£87,999	(£3,184)	£45,592	£43,999.42	£89,591	(£1,592)
Oakhurst Community Primary School	257	£131,890	£106,761	(£25,129)	£65,945	£53,380.43	£119,326	(£12,565)
Total Primary Sector	16,561	£6,874,104	£6,874,104	£0	£3,437,052	£3,437,052	£6,874,104	£0
Secondary								
Highworth Warneford School	927	£332,028	£373,815	£41,786	£166,014.18	£186,907.29	£352,921	£20,893
Isambard School	945	£350,502	£381,073	£30,571	£175,250.90	£190,536.56	£365,787	£15,286
Kingsdown School	1,263	£450,244	£509,307	£59,063	£225,122.15	£254,653.62	£479,776	£29,531
The Ridgeway School	1,078	£441,041	£434,706	(£6,335)	£220,520.31	£217,352.81	£437,873	(£3,167)
The Commonweal School	1,092	£401,307	£440,351	£39,045	£200,653.25	£220,175.58	£420,829	£19,522
Churchfields School	955	£475,309	£385,106	(£90,203)	£237,654.55	£192,552.82	£430,207	(£45,102)
Dorcan Technology College	1,086	£503,364	£437,932	(£65,432)	£251,681.76	£218,965.82	£470,648	(£32,716)
Nova Hreod School	1,146	£469,426	£462,127	(£7,299)	£234,713.03	£231,063.38	£465,776	(£3,650)
St Joseph's Catholic College	1,097	£456,833	£442,367	(£14,465)	£228,416.30	£221,183.71	£449,600	(£7,233)
Greendown Community School	994	£388,118	£400,832	£12,714	£194,059.07	£200,416.23	£394,475	£6,357
Stratton PRU	265	£106,306	£106,862	£555	£53,153.21	£53,430.89	£106,584	£278
Total Secondary Sector	10,848	£4,374,477	£4,374,477	£0	£2,187,239	£2,187,239	£4,374,477	£0
Special								
St Luke's School	305	£102,106	£85,737	(£16,369)	£51,052.79	£42,868.26	£93,921	(£8,185)
Brimble Hill Special School	319	£76,846	£89,616	£12,770	£38,422.78	£44,807.88	£83,231	£6,385
The Chalet School	180	£76,808	£50,599	(£26,209)	£38,403.97	£25,299.30	£63,703	(£13,105)
Crowdys Hill School	655	£141,547	£184,123	£42,576	£70,773.42	£92,061.35	£162,835	£21,288
Uplands School	475	£107,041	£133,524	£26,483	£53,520.66	£66,762.05	£120,283	£13,241
Nyland School	145	£80,010	£40,760	(£39,250)	£40,005.22	£20,379.99	£60,385	(£19,625)
Total Special Sector	2,079	£584,358	£584,358	£0	£292,179	£292,179	£584,358	£0
Total	29,487	£11,832,939	£11,832,939	£0	£5,916,469	£5,916,469	£11,832,939	£0

## 1. Grants Include:

School Development Grant  
School Lunch Grant  
One to One Tuition  
Extended Services Grant (Xtra Space)  
Primary Strategy  
Secondary Strategy  
School Standards Grant  
School Standards Grant Personalisation

2. A further option to redistribute funding without maintaining sector totals was presented to the Sub Group as option A. This was not supported as very significant changes would have occurred.

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## Schools Forum 17th January 2012 - Reallocation of Former Standards Fund Grants Allocated to Specific schools

Scenario B				
Pupil Numbers	Total (Current Allocations) £	Scenario B		
		Scenario B (Reallocation based upon pupil numbers @ current sector funding level) £	£ Increase/ (£ Decrease)	
Primary				
Robert le Kyng Primary School	398	£0	£9,686	£9,686
Drove Primary School	485	£0	£11,808	£11,808
Eldene Primary School	325	£0	£7,909	£7,909
Even Swindon Primary School	420	£15,548	£10,211	(£5,337)
Ferndale Primary School	323	£26,290	£7,860	(£18,430)
Gorse Hill Junior School	215	£17,500	£5,232	(£12,268)
Gorse Hill Infant School	200	£16,398	£4,877	(£11,521)
Lainesmead Primary School	336	£38,953	£8,177	(£30,776)
Lawn Primary School	412	£0	£10,026	£10,026
Lethbridge Primary School	484	£0	£11,778	£11,778
Moredon Primary School	432	£82,384	£10,525	(£71,859)
Mountford Manor Primary School	222	£0	£5,402	£5,402
Goddard Park Primary	406	£0	£9,875	£9,875
Oaktree Nursery and Primary School	271	£25,388	£6,605	(£18,783)
Penhill Primary	277	£65,690	£6,731	(£58,959)
Rodbourne Cheney Primary School	185	£15,057	£4,502	(£10,555)
Seven Fields Primary School	265	£22,009	£6,456	(£15,553)
King William Street CE Primary School	160	£0	£3,894	£3,894
Holy Family Catholic Primary School	261	£0	£6,352	£6,352
Holy Rood Catholic Junior School	272	£0	£6,619	£6,619
Holy Rood Catholic Infant School	183	£0	£4,453	£4,453
St Mary's Catholic Primary School	274	£0	£6,668	£6,668
Liden Primary School	321	£0	£7,812	£7,812
Oliver Tomkins CE Infant School	157	£0	£3,821	£3,821
Oliver Tomkins CE Junior School	172	£19,740	£4,186	(£15,555)
Shaw Ridge Primary School	336	£0	£8,177	£8,177
Bishopstone CE Primary School	37	£0	£900	£900
St Andrew's CE Primary School	192	£0	£4,672	£4,672
Chiseldon Primary School	152	£0	£3,699	£3,699
Covingham Park Primary School	343	£0	£8,347	£8,347
East Wichell Community Primary School	15	£0	£365	£365
Orchid Vale Primary School	240	£0	£5,845	£5,845
Red Oaks Primary School	460	£0	£11,189	£11,189
St Francis Primary School	323	£0	£7,852	£7,852
Bridlewood Primary School	215	£0	£5,232	£5,232
Catherine Wayte Primary School	344	£0	£8,371	£8,371

Scenario D				
50% Allocation based upon current funding £	Balance of funding (50%) reallocated based upon pupil numbers @ current sector funding level £	Total Indicative Allocation (50% Retained/ 50% Reallocated) £	£ Increase/ (£ Decrease)	
£0	£4,843	£4,843		£4,843
£0	£5,904	£5,904		£5,904
£0	£3,955	£3,955		£3,955
£7,774	£5,106	£12,880		(£2,668)
£13,145	£3,930	£17,075		(£9,215)
£8,750	£2,616	£11,366		(£6,134)
£8,199	£2,438	£10,637		(£5,761)
£19,477	£4,088	£23,565		(£15,388)
£0	£5,013	£5,013		£5,013
£0	£5,889	£5,889		£5,889
£41,192	£5,262	£46,454		(£35,930)
£0	£2,701	£2,701		£2,701
£0	£4,938	£4,938		£4,938
£12,694	£3,302	£15,996		(£9,392)
£32,845	£3,366	£36,211		(£29,479)
£7,529	£2,251	£9,780		(£5,277)
£11,005	£3,228	£14,232		(£7,777)
£0	£1,947	£1,947		£1,947
£0	£3,176	£3,176		£3,176
£0	£3,310	£3,310		£3,310
£0	£2,227	£2,227		£2,227
£0	£3,334	£3,334		£3,334
£0	£3,906	£3,906		£3,906
£0	£1,910	£1,910		£1,910
£9,870	£2,093	£11,963		(£7,777)
£0	£4,088	£4,088		£4,088
£0	£450	£450		£450
£0	£2,336	£2,336		£2,336
£0	£1,850	£1,850		£1,850
£0	£4,174	£4,174		£4,174
£0	£183	£183		£183
£0	£2,923	£2,923		£2,923
£0	£5,595	£5,595		£5,595
£0	£3,926	£3,926		£3,926
£0	£2,616	£2,616		£2,616
£0	£4,186	£4,186		£4,186

50% Allocation based upon current funding £	Balance of funding (50%) reallocated based upon pupil numbers @ current sector funding level £	Total Indicative Allocation (50% Retained/ 50% Reallocated) £	£ Increase/ (£ Decrease)
£0	£3,675	£3,675	£3,675
£0	£2,348	£2,348	£2,348
£0	£4,818	£4,818	£4,818
£0	£2,908	£2,908	£2,908
£0	£3,297	£3,297	£3,297
£0	£2,945	£2,945	£2,945
£0	£2,786	£2,786	£2,786
£0	£2,032	£2,032	£2,032
£15,701	£1,923	£17,624	(£13,779)
£0	£3,626	£3,626	£3,626
£7,188	£1,290	£8,478	(£5,898)
£0	£1,557	£1,557	£1,557
£0	£1,813	£1,813	£1,813
£0	£3,906	£3,906	£3,906
£0	£3,261	£3,261	£3,261
£0	£4,453	£4,453	£4,453
£0	£3,164	£3,164	£3,164
£0	£2,397	£2,397	£2,397
£0	£2,239	£2,239	£2,239
£0	£2,507	£2,507	£2,507
£0	£3,663	£3,663	£3,663
£6,138	£4,879	£11,017	(£1,258)
£0	£4,101	£4,101	£4,101
£0	£3,151	£3,151	£3,151
£0	£2,580	£2,580	£2,580
£0	£3,130	£3,130	£3,130
<b>201,505</b>	<b>£201,505</b>	<b>£403,011</b>	<b>£0</b>

Scenario B (Reallocation based upon pupil numbers @ current sector funding level) £	£ Increase/ (£ Decrease)
£7,349	£7,349
£4,697	£4,697
£9,637	£9,637
£5,816	£5,816
£6,595	£6,595
£5,889	£5,889
£5,573	£5,573
£4,064	£4,064
£3,845	(£27,557)
£7,252	£7,252
£2,580	(£11,796)
£3,115	£3,115
£3,626	£3,626
£7,812	£7,812
£6,522	£6,522
£8,907	£8,907
£6,327	£6,327
£4,794	£4,794
£4,478	£4,478
£5,013	£5,013
£7,325	£7,325
£9,759	(£2,516)
£8,201	£8,201
£6,303	£6,303
£5,159	£5,159
£6,259	£6,259
<b>£403,011</b>	<b>£0</b>

Pupil Numbers	Total (Current Allocations) £
Abbey Meads Community Primary School	302
Peatmoor Community Primary School	193
Haydonleigh Primary School	396
Greenmeadow Primary School	239
Haydon Wick Primary School	271
Southfield Junior School fr 1/9/11	242
Westrop Primary School	229
Eastrop Infant School	167
Nythe Primary School	158
Millbrook Primary	298
South Marston CE Primary School	106
Colebrook Infant	128
Colebrook Junior School	149
Grange Junior School	321
Grange Infant Community School	268
Ruskin Junior School	366
Beechcroft Infant School	260
St Catherine's Catholic Primary School	197
Toothill Primary School	184
Wanborough Primary School	206
Westlea Primary School	301
Brook Field Primary School	401
Wroughton Junior School	337
Wroughton Infant School	259
Tregoze Primary School	212
Oakhurst Community Primary School	257
<b>Total Primary Sector</b>	<b>16,561</b>
	<b>£403,011</b>



Pupil Numbers	Total (Current Allocations) £	Scenario B (Reallocation based upon pupil numbers @ current sector funding level) £	£ Increase/ (£ Decrease)
50% Allocation based upon current funding £	Balance of funding (50%) reallocated based upon pupil numbers @ current sector funding level £	Total Indicative Allocation (50% Retained/ 50% Reallocated) £	£ Increase/ (£ Decrease)

## Secondary

Highworth Warneford School	927	£0	£93,839	£93,839	£46,919	£46,919	£46,919
Isambard School	945	£0	£95,661	£95,661	£47,830	£47,830	£47,830
Kingsdown School	1263	£0	£127,851	£127,851	£63,926	£63,926	£63,926
The Ridgeway School	1078	£46,971	£109,124	£62,153	£54,562	£78,048	£31,077
The Commonweal School	1092	£0	£110,541	£110,541	£55,271	£55,271	£55,271
Churchfields School	955	£336,118	£96,673	(£239,445)	£48,336	£216,396	(£119,723)
Dorcan Technology College	1086	£194,318	£109,934	(£84,384)	£54,967	£152,126	(£42,192)
Nova Hreod School	1146	£383,871	£116,008	(£267,864)	£58,004	£249,939	(£133,932)
St Joseph's Catholic College	1097	£0	£111,047	£111,047	£55,524	£55,524	£55,524
Greendown Community School	994	£136,845	£100,921	(£36,224)	£50,310	£118,733	(£18,112)
Stratton PRU	265	£0	£26,825	£26,825	£13,413	£13,413	£13,413
<b>Total Secondary Sector</b>	<b>10,848</b>	<b>£1,098,124</b>	<b>£1,098,124</b>	<b>£0</b>	<b>£549,062</b>	<b>£1,098,124</b>	<b>£0</b>

## Special

St Luke's School	305	£0	£0	£0	£0	£0	£0
Brimble Hill Special School	319	£0	£0	£0	£0	£0	£0
The Chalet School	180	£0	£0	£0	£0	£0	£0
Crowdys Hill School	655	£0	£0	£0	£0	£0	£0
Uplands School	475	£0	£0	£0	£0	£0	£0
Nyland School	145	£0	£0	£0	£0	£0	£0
<b>Total Special Sector</b>	<b>2079</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>

<b>Total</b>	<b>29,487</b>	<b>£1,501,135</b>	<b>£1,501,135</b>	<b>£0</b>	<b>£750,567</b>	<b>£1,501,135</b>	<b>£0</b>
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1. A further option to redistribute funding without maintaining sector totals was presented to the Sub Group as option A. This was not supported as very significant changes would have occurred.
2. A further option similar to 1 but only transferring 50% of funding was also presented to the Sub Group as option C- this was also not supported as it would have still resulted in significant funding changes.

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	Threshold	Annex C Specialist School Funding	Annex D New Ministerial Priorities	Annex E Former Standards Fund Grants to all	Annex F Former Standards Fund Grants Bespoke	Total Indicative Changes
	£ Increase £ (Decrease)	£ Increase £ (Decrease)	£ Increase £ (Decrease)	£ Increase £ (Decrease)	£ Increase £ (Decrease)	£ Increase £ (Decrease)
<b>Primary</b>				<b>Scenario C</b>	<b>Scenario D</b>	
Robert le Kyng Primary School	(£16,670)	£0	£1,229	£12,414	£4,843	£1,816
Drove Primary School	£13,344	£0	(£11,664)	£5,213	£5,904	£12,797
Eldene Primary School	(£18,315)	£0	(£8,531)	£4,252	£3,955	(£18,639)
Even Swindon Primary School	£11,579	£0	£5,073	(£6,330)	(£2,668)	£7,653
Ferndale Primary School	£4,799	£0	(£5,953)	(£17,747)	(£9,215)	(£28,115)
Gorse Hill Junior School	£9,162	£0	(£7,819)	(£7,526)	(£6,134)	(£12,317)
Gorse Hill Infant School	£4,095	£0	(£4,494)	(£9,364)	(£5,761)	(£15,524)
Lainesmead Primary School	(£7,022)	£0	(£16,207)	(£10,941)	(£15,388)	(£49,558)
Lawn Primary School	(£2,101)	£0	(£4,994)	£7,064	£5,013	£4,982
Lethbridge Primary School	(£5,832)	£0	£10,264	£29,807	£5,889	£40,128
Moredon Primary School	(£14,161)	£0	(£13,169)	(£3,402)	(£35,930)	(£66,661)
Mountford Manor Primary School	(£2,543)	£0	(£20,664)	(£22,511)	£2,701	(£43,017)
Goddard Park Primary	£5,167	£0	(£34,097)	(£24,140)	£4,938	(£48,133)
Oaktree Nursery and Primary School	£3,436	£0	(£21,599)	(£25,936)	(£9,392)	(£53,490)
Penhill Primary	(£29,064)	£0	(£31,343)	£1,400	(£29,479)	(£88,487)
Rodbourne Cheney Primary School	£1,583	£0	(£5,927)	(£3,065)	(£5,277)	(£12,687)
Seven Fields Primary School	£9,271	£0	(£23,377)	(£18,264)	(£7,777)	(£40,147)
King William Street CE Primary School	£9,532	£0	£1,354	(£10,901)	£1,947	£1,932
Holy Family Catholic Primary School	£9,849	£0	(£12,762)	(£4,504)	£3,176	(£4,242)
Holy Rood Catholic Junior School	£2,893	£0	(£1,870)	£9,746	£3,310	£14,079
Holy Rood Catholic Infant School	(£3,914)	£0	(£1,621)	(£553)	£2,227	(£3,861)
St Mary's Catholic Primary School	(£3,957)	£0	£3,016	£2,772	£3,334	£5,166
Liden Primary School	£12,724	£0	£1,377	£3,152	£3,906	£21,159
Oliver Tomkins CE Infant School	(£11,739)	£0	(£899)	£3,350	£1,910	(£7,377)
Oliver Tomkins CE Junior School	£117	£0	(£3,734)	(£7,934)	(£7,777)	(£19,328)
Shaw Ridge Primary School	(£13,601)	£0	£10,083	£18,241	£4,088	£18,811
Bishopstone CE Primary School	(£769)	£0	£1,294	(£15,118)	£450	(£14,143)
St Andrew's CE Primary	(£3,969)	£0	£6,009	£6,714	£2,336	£11,091
Chiseldon Primary School	£6,265	£0	£4,079	£350	£1,850	£12,544
Covingham Park Primary School	(£9,424)	£0	£7,462	£4,582	£4,174	£6,793
East Wichell Community Primary School	£1,092	£0	£204	(£21,821)	£183	(£20,344)
Orchid Vale Primary School	£11,197	£0	£9,853	£1,526	£2,923	£25,498
Red Oaks Primary School	£6,125	£0	£18,404	£17,318	£5,595	£47,442
St Francis Primary School	£3,620	£0	£13,587	£1,611	£3,926	£22,744
Bridlewood Primary School	(£8)	£0	£8,684	(£7,540)	£2,616	£3,753
Catherine Wayte Primary School	(£8,752)	£0	£14,621	£16,755	£4,186	£26,809
Abbey Meads Community Primary School	(£1,963)	£0	£5,996	£630	£3,675	£8,338
Peatmoor Community Primary School	£3,925	£0	£6,821	£2,201	£2,348	£15,296
Haydonleigh Primary School	£311	£0	£14,166	£24,183	£4,818	£43,479
Greenmeadow Primary School	£4,744	£0	£5,414	£11,563	£2,908	£24,630
Haydon Wick Primary School	(£15,675)	£0	£4,642	£11,981	£3,297	£4,245
Southfield Junior School	£7,504	£0	£6,987	(£202)	£2,945	£17,233
Westrop Primary School	£9,000	£0	£4,939	(£6,667)	£2,786	£10,059
Eastrop Infant School	£4,329	£0	£4,569	(£2,729)	£2,032	£8,201
Nythe Primary School	£6,206	£0	(£1,476)	(£6,468)	(£13,779)	(£15,517)
Millbrook Primary	£12,944	£0	£2,495	(£9,473)	£3,626	£9,592
South Marston CE Primary School	£4,980	£0	£2,951	(£11,850)	(£5,898)	(£9,816)
Colebrook Infant School	(£7,782)	£0	£2,696	(£10,318)	£1,557	(£13,847)
Colebrook Junior School	£147	£0	£3,339	(£6,411)	£1,813	(£1,112)
Grange Junior School	(£3,523)	£0	£8,013	£15,970	£3,906	£24,366
Grange Infant Community School	£5,840	£0	£6,285	£19,352	£3,261	£34,738
Ruskin Junior School	(£4,658)	£0	(£6,423)	£8,231	£4,453	£1,603
Beechcroft Infant School	£220	£0	(£6,378)	£5,981	£3,164	£2,986
St Catherine's Catholic Primary School	£2,700	£0	(£1,885)	(£5,646)	£2,397	(£2,434)
Toothill Primary School	(£8,745)	£0	(£2,199)	(£13,444)	£2,239	(£22,149)
Wanborough Primary School	(£9,716)	£0	£6,205	£6,630	£2,507	£5,626
Westlea Primary School	(£7,748)	£0	£7,101	£5,973	£3,663	£8,988
Brook Field Primary School	(£11,264)	£0	£14,265	£23,099	(£1,258)	£24,841
Wroughton Junior School	£8,902	£0	£5,668	£9,331	£4,101	£28,001
Wroughton Infant School	£13,942	£0	£4,027	£13,568	£3,151	£34,689
Tregoze Primary School	(£726)	£0	£5,508	(£1,592)	£2,580	£5,769
Oakhurst Community Primary School	£12,099	£0	£10,404	(£12,565)	£3,130	£13,068

Total Primary Sector

£0

£0

£0

£0

£0

£0

Appendix G

Secondary						
Highworth Warneford School	(£27,554)	(£60,405)	£20,548	£20,893	£46,919	£401
Isambard School	£71,590	(£413)	£22,848	£15,286	£47,830	£157,141
Kingsdown School	£12,012	£25,248	£23,945	£29,531	£63,926	£154,662
The Ridgeway School	(£23,296)	(£4,213)	£22,429	(£3,167)	£31,077	£22,830
The Commonweal School	(£47,198)	£11,390	£19,824	£19,522	£55,271	£58,809
Churchfields School	£11,471	(£418)	(£49,904)	(£45,102)	(£119,723)	(£203,675)
Dorcan Technology College	£9,026	£10,619	(£29,626)	(£32,716)	(£42,192)	(£84,889)
Nova Hreod School	£9,339	£18,333	(£25,752)	(£3,650)	(£133,932)	(£135,661)
St Joseph's Catholic College	£727	£294	(£20,409)	(£7,233)	£55,524	£28,902
Greendown Community School	(£16,118)	(£435)	£16,097	£6,357	(£18,112)	(£12,210)
Stratton PRU	£0	£0	£0	£278	£13,413	£13,690
<b>Total Secondary Sector</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>
Special						
St Luke's School	(£13,588)	£0	(£634)	(£8,185)	£0	(£22,407)
Brimble Hill Special School	£9,814	£0	£1,161	£6,385	£0	£17,361
The Chalet School	£10,393	£0	£1,447	(£13,105)	£0	(£1,264)
Crowdys Hill School	(£12,868)	£0	£63	£21,288	£0	£8,483
Uplands School	£12,335	£0	(£243)	£13,241	£0	£25,333
Nyland School	(£6,087)	£0	(£1,794)	(£19,625)	£0	(£27,506)
<b>Total Special Sector</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>
<b>Total</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>

Appendix G

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