

# **Schools Forum**

**1<sup>st</sup> February 2011  
4.30pm (with briefing at 4pm)**

Training Room 7, North London Business Park

Agenda, Papers and  
Minutes of the last meeting



## AGENDA

Briefing Session - An introduction to the Schools Forum - 4.00 – 4.30pm (un-minuted)

1. Welcome to new members
2. Apologies for absence
3. Declarations of interest
4. Minutes of previous meeting: 7<sup>th</sup> December 2010
5. Matters Arising
  - 5.1 Actions from previous meeting
6. Items for Consultation/Decision
  - 6.1 Funding Settlement 2011/12
  - 6.2 Distribution of former Standards Funds 2011/12
  - 6.3 Pupil Premium
  - 6.4 Minimum Funding Guarantee
  - 6.5 Draft Schools Budget
7. Items for Information
  - 7.1 Finalised Terms of Reference
  - 7.2 DSG 2010/11 Projected Outturn
  - 7.3 Carbon Reduction Commitment Energy Efficiency Scheme
- 8 Any Other Business

## SCHOOLS FORUM MEMBERS

Sector	Position	Name	School	Member Until
Nursery Schools (1)	Headteacher	<i>Vacant</i>		31 Dec 2010
Primary Schools (11)	Community – Headteacher 1	Jo Djora	Coppetts Wood	31 Mar 2011
	Community – Headteacher 2	Jayne Franklin	Child's Hill	30 Sep 2013
	Community – Headteacher 3	Jeanette Adak	Monkfrith	30 Sep 2013
	Community – Headteacher 4	Helen Schmitz	Cromer Road	30 Sep 2013
	Community – Governor 1	Liz Pearson	Holly Park & Livingstone	30 Sep 2013
	Community – Governor 2	Kim Garrod	Church Hill	07 Dec 2013
	Community – Governor 3	Catrin Dillon	Martin Primary	07 Dec 2013
	VA – Headteacher 1	Clare Neuberger	Menorah Foundation	30 Sep 2013
	VA – Headteacher 2	Dee Oelman	St Mary's & St John's	30 Sep 2013
	VA – Headteacher 3	Tim Bowden	Holy Trinity	30 Sep 2013
	VA – Governor	Anthony Vourou	St John's N11	30 Sep 2013
Secondary Schools (8)	Community – Headteacher 1	Kate Webster	Queen Elizabeth Girls	30 Sep 2013
	Community – Headteacher 2	Paul Ferrie	Ravenscroft	30 Sep 2013
	VA – Headteacher 1	Angela Murphy	Bishop Douglass	30 Sep 2013
	VA – Headteacher 2	Seamus McKenna	Finchley Catholic	31 Nov 2013
	VA – Governor	Patricia French	St Mary's High	07 Dec 2013
	Foundation / Trust – Headteacher	Geoffrey Thompson	Mill Hill High	31 Nov 2013
	Foundation / Trust – Governor	Andrew Macalpine  (Representative - Chris Maslin)	Hendon	01 Feb 2014
Special Schools	Headteacher	Jenny Gridley	Oakleigh	30 Sep 2013
	Governor	Gilbert Knight (Chair)	Oakleigh	30 Sep 2013
Academies	Representative 1	Angela Trigg	London Academy	30 Sep 2013
	Representative 2	Michael Whitworth	Wren Academy	30 Nov 2013
Stakeholders	School Improvement Partner	Chris Brook	Barnet LNI	31 Nov 2013
	14-19 Partnership	Keith Murdoch	Woodhouse	30 Sep 2013
	Private Early Years	Sarah Vipond	Middlesex Uni	30 Sep 2013
	Unions	Alan Homes (Vice Chair)	NASUWT	30 Sep 2013
Non Voting Observers	Cabinet Member for Children	Cllr Andrew Harper	Deputy Leader	
	Director of Children's Service	Robert Mc-Culloch Graham	Barnet	
	Consultant to Schools Forum	Geoff Boyd	Consultant	
Barnet Officers	Assistant Director,	Val White	Children's Service	
	Assistant Director, Schools and Learning	Mick Quigley	Children's Service	
	Principal Education Psychologist	Brian Davis	Children's Service	
	Head of Finance	Linda Parker	Finance Directorate	
	School Funding Manager	Carol Beckman	Finance Directorate	
	Schools Finance Services Manager	Nick Adams	Finance Directorate	
	Clerk and minutes	Mark Callaghan	Finance Directorate	

## 4. MINUTES OF THE LAST MEETING (7<sup>TH</sup> December)

**Tuesday 7<sup>th</sup> December 2010**  
***(4.00 pm, Conference Room 2, Building 2 NLBP)***

### **Attended**

Members: Jeanette Adak (Head, Monkfrith)  
Tim Bowden (Head, Holy Trinity)  
Chris Brook (Barnet LNI)  
Lisa Clarke (Head, Brookhill Nursery)  
Paul Ferrie (Head, Ravenscroft)  
Patricia French (St Mary's High)  
Kim Garood (Governor, Church Hill Primary School)  
Jenny Gridley (Head, Oakleigh)  
Jonathan Hewlings (Governor, East Barnet)  
Alan Homes (NASUWT)  
Gilbert Knight (Governor, Oakleigh)  
Seamus McKenna (Head, Finchley Catholic)  
Keith Murdoch (Woodhouse)  
Clare Neuberger (Head, Menorah Foundation)  
Dee Oelman (Head, St Mary's & St John's)  
Elizabeth Pearson (Governor, Livingstone)  
Helen Schmitz (Head, Cromer Road)  
Anthony Vourou (Governor, St John's N11)  
Kate Webster (Head QE Girls)

LA Officers: Nick Adams (Schools Finance Services Manager)  
Carol Beckman (School Funding Manager)  
Graham Durham (Assistant Director, Inclusion)  
Robert McCulloch-Graham (Director of Children's Service)  
Linda Parker (Strategic Finance Manager)  
Mick Quigley (Principal Inspector, Children's Service)  
Val White (Assistant Director, PPP)

Clerk: Mark Callaghan (School Resources and Support Officer)

Consultant: Geoff Boyd

### **Not Present**

Members: Derrick Brown (Governor, Ashmole)  
Jo Djora (Head, Coppetts Wood)  
Jayne Franklin (Head, Childs Hill)  
John Marincowitz (Head, QE Boys)  
Angela Murphy (Head, Bishop Douglass)  
Stephen Parkin (Governor, St Mary's High)  
Geoffrey Thompson (Head, Mill Hill High)  
Angela Trigg (London Academy)  
Sarah Vipond (Early Years Working Group)  
Michael Whitworth (Wren Academy)

LA Officers: Nigel Bell (Senior Asset Manager)  
Chris Malyon (Assistant Director of Finance)  
Andrew Travers (Deputy Chief Executive)  
Terry Redmayne (Deputy Director of Children's Service)  
Olaolu Yerokun (Contracts Officer)

Other: Cllr Andrew Harper (Cabinet Member for Education, Children & Families)

### **1. Welcome and apologies for Absence**

MQ welcomed new members Kim Garrod, Catrin Dillon, Patricia French, Geoffrey Thompson, Seamus McKenna, Chris Brook and Michael Whitworth to the Forum.

MQ announced that John Marincowitz is retiring as Chair of the Forum and acknowledged his exemplary service. Also Stephen Parkin, Derrick Brown, Lisa Clarke and Ken Huggins are leaving the Forum. All departing members were thanked for their contributions to the forum.

**A:** Letters of thanks to be issued to departing members – MQ/CB

Apologies were received from Sarah Vipond, Michael Whitworth, Cllr Andrew Harper, Jayne Franklin and Nigel Bell.

### **3. Declarations of interest**

None received.

### **4. Minutes of previous meeting: 05<sup>th</sup> October 2010**

The minutes were agreed as a true and accurate record of the meeting.

**A:** JA to be recorded as present in the minutes of the previous meeting.

### **5. Election of Chair and Vice-Chair for 2010/11**

MQ requested nominations for Chair, noting that the Forum must be chaired by a member to be a legitimate meeting. CB explained the role of Chair to members, and the support which is provided.

GK asked whether there is there a preference regarding the new Chair's status as headteacher or governor? MQ – Confirmed that there are no status requirements.

DO nominated GK. The nomination was seconded by EP without contest. GK accepted the nomination.

GK assumed Chair of the meeting and requested nominations for Vice Chair.

EP nominated AH. The nomination was seconded by TV without contest. AH accepted the nomination.

## **6. Matters arising**

Minute 8 – AOB – AH asked for feedback on the potential cost for maintaining the estate as BSF (Building Schools for the Future) has been withdrawn. VW advised that the Local Authority is waiting for clarification on this, and what their role will be.

Minute 6.2 - AH requested clarification regarding the future of the Children's Trust. RMG advised that the Children's Trust is no longer a statutory requirement. Cllr Harper chairs the Children's Trust and it is felt to be well supported.

AH requested clarification regarding the cost of children placed outside of the Borough in conjunction with a predicted 11% pupil growth and a capital programme reduction of 60%. VW advised that bulge years are factored into the funding formula, and that the Local Authority is waiting for further clarification from central government in respect of the settlement for capital expenditure.

## **Items for Consultation**

### **7. Finalised Terms of Reference**

**Carol Beckman**

CB presented a paper to the members, noting apologies for unclear phrasing in item 3.2.

**A:** Item 3.2 in the Terms of Reference to be amended – CB.

CB advised that membership of the Forum is almost full, but that a secondary governor is required from a secondary Foundation or Trust school (Hendon or Whitefield, as Mill Hill High already has representation).

**A:** Members to suggest potential member candidates from Hendon or Whitefield to CB.

#### **7.2.1 School funding consultation responses and proposals**

**Linda Parker**

CB presented a paper to the members and summarised the consultation questions.

Members agreed with the consultation recommendations to:

1. Proceed with the proposed EY funding formula on the condition that it is reviewed regularly.
2. Start-up funding for new schools should not be extended.
3. Funding for 2011/12 should be distributed as closely as possible to 2010/11 to avoid disruption and to maintain fairness.

CB confirmed that if there is a Minimum Funding Guarantee, then the Standards Funds will also be protected.

AH noted that there is a meeting on 17<sup>th</sup> December of the Schools Funding Information Group to consider which Standards Funds Grants should go into the DSG. AH questioned whether inclusion of the Specialist Schools grant would lead to a reduction in allocated funds? CB advised that current information indicates that funds will be allocated on the same basis as this year as part of the School Development Grant.

JG stated that special school colleagues have raised whether funding will be received in the same way. CB confirmed that this will be the case.

## 7.2.2 DfE Consultation on School Finance Regulations 2011

Carol Beckman

CB presented a paper to the members, and explained the background behind the consultation. Barnet already meets most of the proposed regulations.

There is a lack of clarity regarding funding for excluded pupils if exclusion restrictions are removed for undisciplined pupils. The Local Authority would not want to change the current process. AH stated that the White Paper suggested that PRUs will be encouraged to become Academies, and noted that the cost per excluded pupil could be £40,000 to £50,000.

NA advised that there is a lack of clarity regarding the powers of a Local Authority in relation to delegated budgets if there is a conflict between raising standards and community facilities.

## 7.2.3 Carbon Reduction Commitment Update

Nick Adams

NA provided a summary of the paper, advising that following the Comprehensive Spending Review (CSR), CO2 allowances have to be bought and it now works as a straight forward tax. The sale of carbon allowances has been put back to 2012. Clarification is required as to whether the Local Authority can charge schools, but all Barnet buildings produce CO2 so this may become the case. There is an emphasis on all parties involved to reduce emissions. It is important that CO2 levels continue to be monitored and energy bills are submitted to establish a full picture.

GK asked what the monetary value of the tax is likely to be? NA advised that it stated in the previous paper that it would be approximately £2000 per primary school and £6000 per secondary school. GK commented that it would be unfair to penalise the schools with the highest CO2 emissions, and it would be a fairer option to average the cost across all schools.

KW raised concern regarding schools sited in buildings which are likely to produce higher CO2 levels due to poor condition.

AH stated that the removal of BSF and capital funding means that it is unfair that those schools should have to meet these charges.

PF stated that the impact of community use needs to be considered.

RMG advised that inequalities would be balanced by the use of historical data and GB advised that since emissions are measured against the status quo, schools will not be penalised unless CO2 levels rise. JG reiterated that reductions from the status quo may not be achievable in older buildings. RMG stated that the historical information is not available, but it may be the case that having an old building could be advantageous as there is more opportunity to reduce CO2 levels.

JG raised concern that it is difficult to measure fair use and what can be reduced without affecting pupils. LC advised that is difficult for nurseries to reduce emissions as they have to keep the door open at all times.

TB commented that there could be a tie-up between emissions and energy certificates. LC stated that not all settings were required to have an energy certificate depending on their size.

**A:** NB to attend the next meeting to provide clarification.

#### 7.2.4 Barnet Council Budget Consultation

VW gave a presentation explaining budget cuts for the Local Authority providing a breakdown of cuts to the Children's Service.

EP asked what proportion of Children's Centre budget has been reduced? VW advised that it is a 30% reduction.

HS requested clarification regarding cuts to Behaviour Support. VW provided clarification and advised that 3 out of the 5 existing posts are likely to go.

VW explained that formal consultation will take place over the next 8 weeks for the major funding changes to the Service.

RMG explained the proposed investments into the Service, placing a focus on early intervention to develop a new support family service to look target low end cases and prevent escalation. Birmingham City Council have implemented a similar procedure on a wide scale.

VW stated that the school finance funding briefing scheduled for 15<sup>th</sup> December may be deferred until January when further information is available regarding the settlement. The forum agreed that this would be appropriate.

VW noted that other parts of the council may approach schools with consultations, but that they are separate to the Children's Service consultation.

VW advised that over 500 at risk letters were issued to staff in the Children's service on Friday 3<sup>rd</sup> December 2010. It is likely that between 100 and 200 staff will be made redundant, some of which will be compulsory redundancy. EP asked for clarification for workers in her Children's Centre. VW advised that the position will become clear for staff at risk by February, although they will get a better idea of their individual risk closer to the date. JH requested that percentage change be included in the figures circulated.

**A:** PowerPoint presentation to be uploaded to the website with a link in the minutes.

## **8. Items for Information**

### **8.1 Contracts Affecting Schools**

**Ola Yerokun**

VW presented a paper to the members. No comments were raised.

### **8.2 DSG 2010/11**

**Linda Parker**

LP presented a paper to the members providing a summary of the report, noting that overspend has improved slightly due to funding of SEN pupils in academies and FMSIS withdrawal. Any over/underspend is automatically carried over to the next financial year.

GD stated that there has been a large increase in the number of children requiring places at special schools in the borough which means that more recoupment needs to be paid.

### **8.3 Government announcements and DSG 2011/12**

**Geoff Boyd**

GB provided a summary of the White Paper and the Comprehensive Spending review highlighting the impact on the DSG. There is a 0.1% real terms increase in schools budget spending to take into account inflation and pupil growth rates. The pupil premium is in addition to this. Although the mainstreaming of grants should have a neutral impact on schools budgets, the squeeze on Local Authorities is likely to place pressure on schools, particularly the Individual Schools Budget. The Forum also needs to be aware of additional pressure through job cuts within the Local Authority which may mean services previously provided by Barnet will now have to be undertaken by individual schools. In addition to this, the budget for Academies will be taken straight out of the DSG without a percentage being retained by the Local Authority.

AH asked whether Barnet Local Authority will make a response be made to the white paper and if the Forum was the only opportunity members would have to comment? RMG confirmed that a joint response will be made with London Directors, and that headteachers and schools will also be able to feed their response through their individual Directors.

MQ stated that although the removal of money will impact on the level of services the Local Authority can provide to schools, there will remain a commitment to work in partnership with schools under the new relationship. RMG added that the Local Authority will retain its strategic relationship.

TV left the meeting at 5.55pm.

AH noted that the Green Paper on SEN and Disability will be crucial. He also raised concern regarding how £1bn of efficiencies will be made in schools.

**A:** Further comments on the White Paper and the Comprehensive Spending review to be forwarded to CB.

#### **8.4 Exceptional Additional SEN funding scheme**

**Graham Durham**

GD presented a paper to the members and explained the process of the EASEN funding panel. Accommodating pupils with additional special needs at schools such as Oak Lodge and Northway is an efficiency saving as it is considerably cheaper than the alternative provision.

Due to the rate and level of complexity of pupils coming into Barnet, the funding applications exceeded the budget for 2010/11. The available options are to:

1. Meet the increase
2. Distribute the grant proportionally
3. Put the grant into a formula

JG stated that the pupils which are being discussed have very sensitive and complicated medical needs and challenging behaviour. Schools are willing to do the work to accommodate these pupils, but require the support to do so.

DO stated that the money saved and work that has been done to educate such pupils in schools within the Borough is exemplary.

**A:** The forum agreed to continue the funding in accordance with current procedures at present, but to bring back options to the group as to how this need can be supplemented.

#### **8.5 School Balances – Amounts Deferred and Assigned**

**Nick Adams**

NA presented a paper to the members noting that there were a variety of reasons for deferred projects, as had been reported previously, and reasons for projects completion or being in progress. No comments were raised.

#### **8.7 Update on School Organisation**

**Val White**

VW presented a paper to the members. No comments were raised.

#### **8.8 Early Years Progress Report**

**Carol Beckman**

CB presented a paper to the members. No comments were raised.

#### **9. AOB**

No items raised.

Meeting closed at 6:10pm

#### **Dates for future meetings**

1 <sup>st</sup> February 2011	4.30pm (with briefing at 4pm)
10 <sup>th</sup> May 2011	4.30pm (with briefing at 4pm)
12 <sup>th</sup> July 2011	4.30pm (with briefing at 4pm)

## 6. ITEMS FOR CONSULTATION/DECISION

### Item 6.1 Funding Settlement 2011/12

Linda Parker/Carol Beckman

Head of Finance Children and Adult Services, Finance Services/  
School Funding Manager

#### Schools Budget 2011/12

##### Income

In 2011/12 the Schools Budget will have 4 elements:

Element	Calculation
Dedicated Schools Grant – main	Total pupils x funding rate. The funding rate £4917 per pupil is the same cash amount as 2010/11.
Dedicated Schools Grant - Mainstreamed Standards Funds	Total pupils x funding rate. The funding rate of £725 per pupil is the cash equivalent of the 2010/11 grants.
YPLA – Sixth Forms	YPLA allocations for individual schools plus a lump sum for SEN. Neither have been announced yet. We do not expect the YPLA Teachers Pay Grant to continue in 2011/12.
Pupil premium (New)	£430 per pupil aged 5-15 eligible for free school meals plus £430 per child look after by Barnet plus £200 per service child.

Until the results of the census have been collated and checked, and the YPLA has announced funding for 6<sup>th</sup> forms and SEN, we can only estimate the total Schools Budget. We do not expect it to be finalised until June. While YPLA funding is expected to be lower or static, pupil numbers in Barnet are rising, especially at infant school age, and this will generate additional income.

The Schools Budget remains ringfenced for education.

##### Individual Schools Budget

On the expenditure side, the largest part of the budget is the Individual Schools Budget (ISB) which is shared among all maintained schools and the newly converted academies. This year the ISB is much bigger because it will include the mainstreamed standards funds and the cost of free nursery education in private providers, both of which were previously held separately.

As in previous years, the ISB must be distributed in full to schools at the beginning of the year. A separate contingency is held to allow for mid year changes in statement top-ups, school reorganisations (eg additional reception classes), the SEN contingency (distributed by panel) and miscellaneous corrections (eg NNDR). The DfE have introduced a new contingency for free early years provision. This is needed because early years funding is calculated on termly basis, and therefore can only be estimated at the beginning of the year.

Schools which are due to open whole new classes after the date of the census will receive part year funding for the expected class size (eg 30 for a new reception class to meet local pressure on places), but no adjustments are made for other in-year leavers or joiners unless they are in nursery classes. The government requirement is that schools are funded for Reception to Year 11 on a single pupil count, the January census.

The larger overall size of the ISB is not likely to result in higher funding for individual schools, except where they have more pupils on roll. Once the cost of statements, resourced provision and special schools is taken into account, as well as reimbursed elements such as NNDR and insurance, it is possible that the Age Weighted Pupil Unit funding rates may be lower than 2010/11.

Whilst we have been informed of the 'old' grants to be mainstreamed into DSG, there is still some uncertainty about the future of some of the old grants, particularly the Music Grant. In accordance with the view of the School's Forum, we will distribute the old standards funds as far as possible in the same way as in 2010/11. However, not all grants, nor the whole value of some grants, have been mainstreamed so most schools will see an overall reduction in standard funds funding. Devolved Formula Capital (not mainstreamed) has been announced at only about 20% of previous levels.

The Pupil Premium is new funding for schools, and the rate is expected to rise over the next three years. The grant is targeted at those most in need (free school meals, looked after children and service children) so more deprived schools will receive much higher allocations than some others.

### **Centrally retained budgets**

Central budgets have been reviewed and the following adjustments are proposed:

#### Non standards funds

- Introduce a contingency for Early Years +£200k
- Allocate funds previously distributed via standards funds to the PRU's +£171k
- Reduce the revenue contribution to capital following the cessation of BSF -£200k
- Increase the funding for SEN due to increased numbers and costs +£250K
- Reduce management and service costs in behavioural support services and savings from the reorganisation of schools and learning -£178k
- Other- reduced contribution to the schools library service and milk and savings from cessation of FMSiS -£31.5k offset by increased costs at the PRU +£42k
- Fund the co-ordination of Foundation Learning (previously a ring-fenced grant) +£64k
- Create a pupil premium reserve for in-year movements +£10k

#### Standards funds

It is proposed to reduce the amount of centrally retained standards funds. In 2010-11 the equivalent mainstream standards funds amounted to £33,806,821 of which £1,474,668 was centrally retained. The total of the centrally amounts to be retained in 2011-12 is £825,500 (£649,168 less than in current year):

- central coordination of Ethnic Minority Achievement (retained funding for services which support schools in narrowing achievement gaps for underperforming ethnic groups and meeting the specific needs of bilingual learners) £281.5k
- speech and language therapy for EIC schools £50k
- extended services £450k
- central coordination of Every Child Counts and Every Child a Writer (Primary Strategy) £44K.

The central expenditure limit continues to be applied to prevent centrally retained budgets rising at a higher rate than the ISB. The exact calculation for 2011-12 is not yet known as the DfE have announced they will amend School Regulations so that the 2010-11 Schools Budget is restated to include the mainstreamed grant allocations in 2010-11. However, based on our current understanding of the absorption of the grants into the Schools Budget our best estimation is that the CEL will be breached as no account is taken of grants previously held centrally.

### **Academies**

The DfE has confirmed that the recoupment methodology for adjusting DSG allocations for converting Academies will continue in 2011-12. This means that finalised DSG allocations will incorporate adjustments based on the calculation of the budget share which an academy would have had, if it was still maintained, plus a share of the LA's School Budget central spend. The DfE have stated that the effect of creating academies on the central expenditure limit will not be taken into account in the School Finance regulations, since that would over complicate them.

In Barnet 3 schools converted to academy status in 2010-11. Once we have received confirmation of how the academies adjustment will be incorporated into the CEL calculation, officers will be able to explain the effect the creation of Academies has on the ISB, on the central expenditure and on comparative growth rates of the two components.

## Item 6.2 Distribution of former Standards Funds 2011/12

**Carol Beckman**  
**School Funding Manager**

### Allocations in the 2011-12 Budget Shares following mainstreaming of Standards Funds into the Dedicated Schools Grant

It was agreed at the last meeting of the Schools Forum that as far as possible, the mainstreamed standards funds should be distributed in the same way as in 2010/11. This paper makes proposals for three grants which were not distributed on a formula basis in 2010/11.

The following grants are to be mainstreamed in to the Dedicated Schools Grant:

<b>Standards Funds to be mainstreamed</b>	<b>2010/11</b>	<b>Amount mainstreamed</b>
School Standards Grant	7,667,213	7,667,213
School Standards Grant (Personalisation)	2,087,916	2,087,916
School Development Grant	8,961,190	8,961,190
Specialist Schools	2,595,357	2,595,357
High Performing Specialist Schools	549,510	549,510
School Lunch Grant	513,579	513,579
Ethnic Minority Achievement	3,015,756	3,015,756
1-2-1 Tuition	1,523,288	1,523,288
Extended School Sustainability	1,052,732	1,052,732
Extended School Subsidy	925,008	925,008
National Strategies – Primary	1,420,720	375,379
National Strategies – Secondary	537,808	137,843
London Pay Addition	1,115,000	1,115,000
<b>Total</b>	<b>31,965,418</b>	<b>31,452,196</b>

Most of these grants were allocated by formula:

<b>Grant</b>	<b>Data need for formula</b>
School Standards Grant	Pupil numbers
School Standards Grant (Personalisation)	Pupil numbers, FSM & low achievement
School Development Grant	Pupil numbers
Specialist Schools	Pupil numbers
High Performing Specialist Schools	Lump sum
School Lunch Grant	Pupil numbers
Ethnic Minority Achievement	Ethnicity, EAL, FSM, In-year admissions
1-2-1 Tuition	Low achievement
Extended School Subsidy	Free school meals
London Pay Addition	Pupil numbers

The following grants were allocated in a less formulaic targeted way:

- Grant 1.6 – Extended Schools Sustainability
- Grant 1.7 – National Strategies - Primary
- Grant 1.8 – National Strategies – Secondary

## Grant 1.6 – Extended Schools Sustainability

In 2010/11 the Extended Schools Subsidy Grant of £925k was devolved to schools to target pupils eligible for free school meals. The proposal is to continue this for 2011/12.

The total Extended Schools Sustainability Grant in 2010/11 was £1,052,732 and the devolved allocation was distributed via expressions of interest to the Learning Network Boards.

In 2011/12, the proposal is to devolve a larger proportion to schools (~£600,000) and to do this by formula rather than via expressions of interest. The most effective way of reaching all schools would be to fund according to pupil numbers in years Reception to Year 11.

## Grant 1.7 – National Strategies – Primary

Although this grant is being mainstreamed, not all the strands of funding provided in 2010/11 continue. MAST, SEAL and Assessment for Learning have ended. The remaining strands will need to be passed to schools using an effective, fair and transparent formula which causes as little turbulence to schools as possible (although schools will receive less than in 2010/11 because the grant is smaller). The proposed formula is shown below and comparing it to equivalent 2010/11 funding we expect limited changes between -£1,800 to +£5,500.

The proposed formula (A) is as follows:

Element	Amount	Proposed Formula
Targeted Element	152,801	Infants, Juniors and Primaries (not Specials): Number of pupils not achieving Level 4+ at KS2 (Primary and Juniors) or Level 2+ at KS1 (Infant schools).
Universal Element	194,880	Infants, Juniors and Primaries: Numbers of pupils in Reception to Year 6
Early Years Foundation Stage	26,880	Nursery, Infant and Primaries: Numbers of pupils in Nursery.
Leading Teachers	10,500	See targeted element.
Modern Foreign Languages (two thirds of 2010/11)	102,710	Juniors and Primaries (not Specials): Numbers of KS2 pupils.
Every Child a Writer	46,880	Continuing the existing scheme: Lump sum per participating school (~£1,070), plus lump sum (~£5,170) per lead school. £5000 retained for central support.
Every Child a Reader	283,100	Continuing the existing scheme: £14,900 per participating school.
Every Child Counts	227,600	Continuing the existing scheme: £15,900 per participating school. £36,880 retained for central support.
<b>TOTAL</b>	<b>1,045,351</b>	

These formulae match the method of allocation in 2010/11 as closely as possible. It seems rather complex but at this stage we want to show schools what the allocation is in comparison with 2010/11. As time goes on we will be able to simplify it by absorbing some of these elements into the existing school funding formula.

A simpler version (B) of this formula would be to move Every Child a Reader and Every Child a Writer funding into the Target Element since these two initiatives have now ended.

Element	Amount	Proposed Formula
Targeted Element including, Leading Teachers, Every Child a Reader and Every Child a Writer	493,281	Infants, Juniors and Primaries (not Specials): Number of pupils not achieving Level 4+ at KS2 (Primary and Juniors) or Level 2+ at KS1 (Infant schools).
Universal Element	194,880	Infants, Juniors and Primaries: Numbers of pupils in Reception to Year 6.
Early Years Foundation Stage	26,880	Nursery, Infant and Primaries: Numbers of pupils in Nursery (FTE).
Modern Foreign Languages (two thirds of 2010/11)	102,710	Juniors and Primaries (not Specials): Numbers of KS2 pupils.
Every Child Counts	227,600	Continuing the existing scheme: £15,900 per participating school. £36,880 retained for central support.
<b>TOTAL</b>	<b>1,045,351</b>	

### Grant 1.8 – National Strategies Secondary

This grant has also been reduced from 2010/11 and there are only two elements – universal and targeted – being mainstreamed. The proposed formula is as follows:

Element	Amount	Proposed Formula
Universal element	62,400	Lump sum (~£2,700).
Targeted element	337,565	Low achievement with additional lump sum of £14,000 for schools in the lowest quartile.
<b>Total</b>	<b>399,965</b>	

This formula is expected to roughly match the equivalent Grant 1.8 funding schools received in 2010/11.

**ACTION FOR SCHOOLS FORUM: Schools Forum members are asked to consider the proposals and recommend the best formulae for**

**Grant 1.6 – Extended Schools Sustainability**

**Grant 1.7 – National Strategies – Primary – A or B**

**Grant 1.8 – National Strategies Secondary**

### Item 6.3 Pupil Premium

**Carol Beckman**

**School Funding Manager**

#### Operation of the Pupil Premium

In 2011/12 Barnet will receive the following Pupil Premium funding in addition to the Dedicated Schools grant and mainstreamed Standards Funds:

Type	Amount per pupil	Based on
Children eligible for free school meals (FSM)	£430	January 11 school census
Looked after children (LAC) (in the care of the authority for 6 months or more)	£430	2011 LAC return
Service children	£200	January 11 school census

This money will be passed on in full to whichever school the child attends on the date of the school census. No in-year adjustments will be made for leavers and joiners except at alternative provision, and for looked after children.

Type of school	Type of pupil	Method of payment
Barnet primary and secondary maintained schools	FSM, LAC, SC	With budget share (DfE requirement)
Barnet special schools	FSM, LAC, SC	With budget share (local determination)
Barnet PRUs	FSM, LAC, SC	With budget (local determination)
Barnet Academies	FSM, SC	Via YPLA (DfE requirement)
Barnet Academies	LAC	Direct from Barnet (DfE requirement)
Non Barnet maintained schools	LAC	Paid to local authority for distribution to school (DfE requirement)
Independent schools and other alternative provision	FSM, SC	Managed by LA (local determination)
Independent schools and other alternative provision	LAC	Managed by the Head of the Virtual School for the benefit of named children (DfE requirement)

## Item 6.4 Minimum Funding Guarantee

**Carol Beckman**

**School Funding Manager**

### Minimum Funding Guarantee 2011-12

Schools will continue to receive some protection through the minimum funding guarantee in 2011-12, although the rate has fallen from +2.1% in 2010/11 to -1.5%. This means that schools are guaranteed only 98.5% of their 2010/11 per pupil funding.

In the calculation of the minimum funding guarantee, certain elements of funding are excluded from the protection. These are currently:

- National Non-Domestic Rates (NNDR)
- Council Tax for resident caretakers
- Statement top-up funding
- Funding for Newly Qualified Teachers
- Nursery funding
- Contingency payments (eg SEN contingency)
- Reorganisations (additional funding for an extra class)
- Excluded pupils
- Salary safeguarding
- Resourced provision
- Learning support units
- Ghost pupils (infant class size)
- Sixth form funding from the YPLA
- Additional basic entitlement for new and merging schools
- Minimum funding guarantee

Under previous regulations the Schools Forum could approve a change to the MFG as long as it affected a maximum of 50% of schools. The Secretary of State only became involved if the local authority made a proposal which affected more than 50% of pupils of schools or the local authority and Schools Forum could not agree. Barnet has never needed to apply to the Secretary of State.

New regulations reduce the freedom of the Schools Forum to approve variations, which they can only approve if:

1. We just want to extend a variation that is already in place
2. It only applies to the calculation of the single early years funding formula
3. We want to make the MFG rate higher
4. It only relates to funding for diplomas and secondary or primary strategies which were allocated last year on a one-off basis.

The main reason for needing to vary the calculation of the MFG is to prevent funding that has discontinued being 'locked in' to a school's funding. For instance statement top-ups are excluded from the MFG because the money is linked to an individual child, and when that child leaves, the school should not continue to have protection for that sum.

There are several major changes in 2011/12, especially the introduction of a single early years funding formula and the mainstreaming of standards funds. Schools will now receive protection for the standards funds they received in 2010/11 which have now been mainstreamed.

We propose that the following should be excluded from the MFG in 2011/12:

Funding element to be excluded	Justification
Nursery funding	2010/11 has been a transition year for schools with nursery classes. They have received one-off startup funding to ease the new formula in, and some have been funded for the extension to 15 hours since April, while others only started in September. The Schools Forum can approve this under conditions 1 and 2 above.
Primary Strategy (Grant 1.7)	As detailed in a separate agenda item, the 2010/11 allocations were more targeted than we now propose. Schools which received more than others in the old year should not continue with that disparity. The Schools Forum can approve this under condition 4 above.
Extended Schools (Grant 1.6)	As detailed in a separate agenda item, the 2010/11 allocations were more targeted than we now propose. Schools which received more than others in the old year should not continue with that disparity. We will have to apply to the Secretary of State for this but we are asking the Schools Forum to support the application.
New class startup	This is a one-off grant for schools which agree to open an extra class to meet pressure on Key Stage 1 places. It is payable for one year only and should not be protected in subsequent years. We will have to apply to the Secretary of State for this but we are asking the Schools Forum to support the application.

**ACTION BY THE SCHOOLS FORUM: Schools Forum members are asked to consider the proposals for variations to the minimum funding guarantee and approve or support as appropriate:**

1. Nursery Funding – Schools Forum approval
2. Primary Strategy - Schools Forum approval
3. Extended Schools – Schools Forum support for application to Secretary of State
4. New class startup - Schools Forum support for application to Secretary of State

## Item 6.5 Draft Schools Budget

**Val White/Linda Parker**

**Assistant Director, Children's Service/ Head of Finance Children and Adult Services, Finance Services**

<b>Schools Budget 2011-12 Draft</b>				
<b>Budget Income</b>	Schools Budget			
	2010-11 Budget (excluding rolled forward underspend from 2009-10)	2011-12 Estimated	Variation	Comment
Pupil projection (includes early years calculation 0.6 FTE nursery child)	43,378	44,283		2011-12 Estimate Based on 2010 Autumn census and historical trends
	£	£		
Rate (10/11 GUF)	4,917	4,917		
Standards Funds Rate (S/F GUF)	725	725		
Dedicated Schools Grant	213,274,877	249,838,044	36,563,166	
YPLA - 6th Form Funding and SEN	26,574,770	25,811,864		No teachers pay grant assumed in 2011-12
Pupil Premium	0	3,558,900	3,558,900	
<b>TOTAL SCHOOLS BUDGET</b>	<b>239,849,647</b>	<b>279,208,808</b>	<b>39,359,160</b>	
<b>Expenditure</b>				
ISB and Payments to PVI for under 5's	219,702,044	254,861,869	35,159,825	Mainstreaming of grants, increase pupil numbers and increase of early years entitlement to 15hrs
Threshold & Performance Pay (devolved)	762,906	0	-762,906	Expected to finish
Pupil Premium	0	3,558,900	3,558,900	
Central expenditure on education of children under 5 (Formerly 1.0.10)	710,030	840,030	130,000	Increase in costs for 3&4 yrs
School Specific contingencies	864,000	1,124,000	260,000	Increase required for Special School and Resource Provision reorganisation and pupil premium in year adjustments
Early Years Contingency		200,000	200,000	To meet requirements of EY funding formula
Provision for pupils with SEN including indiv. Ass. Resources	711,110	1,361,110	650,000	Realignment of budget between 1.2.2;
Provision for pupils with SEN not included in line 1.2.1 - SEN	2,558,470	1,811,470	-747,000	Realignment of budget between 1.2.1; Reduction in management costs
Support for inclusion	294,700	294,700	0	
Fees for pupils with SEN at indep spec. schools & abroad	7,511,963	7,511,963	0	
Home to post 16 provision transport SEN/LLDD transport exper.	400,000	400,000	0	
Fees to independent schools for pupils without SEN (Not used)	0	0	0	
Inter authority recoupment	1,971,860	1,971,860	0	
Contribution to combined budgets	457,460	457,460	0	
		0	0	
Pupil Referral Units	1,592,335	1,707,335	115,000	Mainstreaming of standard fund grants and increase in costs
Behaviour support Services	299,730	252,730	-47,000	Reduction in costs
Education out of school	390,725	488,725	98,000	Mainstreaming of standard fund grants
14-16 More practical learning options	0	64,000	64,000	Foundation Learning Co-ordination
		0	0	
Support to underperforming minority ethnic grants and EAL	0	281,500	281,500	Central retention of former EMA grant
		0	0	
Free school meals eligibility	3,568	3,568	0	
Milk (Nursery, Primary, Special only)	1,570	0	-1,570	
School kitchens repair and maintenance (Barnet has devolved this)	0	0	0	
Insurance	415,226	415,226	0	
Museum and Library services	42,753	32,753	-10,000	
School admissions	394,192	394,192	0	
Miscellaneous (max 0.1% of net SB)	238,580	755,580	517,000	Central retention of Extended Services; EIC and Every Child programmes less reduction in FMSiS
Servicing schools forums	34,680	34,680	0	
Staff costs - supply cover (not sickness)	155,620	155,620	0	
Other standards fund allocation - non-devolved	77,086	0	-77,086	Reorganisation of Schools and Learning
CERA	259,040	59,040	-200,000	Cessation of BSF
<b>Total Schools Budget</b>	<b>239,849,648</b>	<b>279,038,311</b>	<b>39,188,663</b>	
Academies LACSEG (estimated)		170,498		
<b>Total Expenditure</b>		<b>279,208,809</b>		

## **ACTION BY THE SCHOOLS FORUM**

To approve the draft budget for 2011/12 in the knowledge that it is likely to change due to pupil numbers (including pupils with SEN) and clarification on the treatment of academy funding. In view of the mainstreaming of standards funds into the DSG, the draft budget as proposed will breach the CEL in 2011/12. The forum request that as far as possible, any additional funding that becomes available is used to re-balance the CEL.

## 7. ITEMS FOR INFORMATION

### Item 7.1 Finalised Terms of Reference

Carol Beckman

School Funding Manager

#### **BARNET SCHOOLS FORUM TERMS OF REFERENCE December 2010**

#### **1. The Purpose of the Schools Forum**

##### 1.1 The functions of the Forum are five fold:

- i. to be consulted on the Local Authority's school funding formula
- ii. to be consulted on service contracts at least one month prior to the Local Authority issuing invitations to tender.
- iii. to be consulted on specified issues in connection with the Schools Budget:
  - (a) the arrangements for the education of pupils with SEN.
  - (b) the use of Pupil Referral Units (PRUs) and the education of children otherwise than at school;
  - (c) early years education;
  - (d) insurance arrangements;
  - (e) arrangements for the allocation of Government grants; and
  - (f) arrangements for free school meals.
- iv. With regard to Central Expenditure (that which the Local Authority can retain from its Schools Budget):
  - (a) To agree an increase in the maximum level of expenditure imposed by regulations
  - (b) To agree increases in spend on prudential borrowing, termination of employment costs, combined services, schools specific contingency and SEN transport.
- v. With regard to the minimum funding guarantee:
  - (a) To agree variations which affect less than 50% of the Local Authority's pupils
  - (b) To give a view to the Department for Education if more than 50% of pupils would be affected.
  - (c) To agree changes to the Local Authority's Scheme of Financial Management.

## 2. Membership

2.1 The membership will be made up of the following :

Type of Member	Schools	Pupils (Oct 10)	Total	Head Teachers	Governors
<b>Primary Schools</b>					
Community	49	16,806	7	4	3
Foundation & VA	38	10,709	4	3	1
Nursery	4	500	1	1	0
<b>Secondary Schools</b>					
Community	7	7,048	3	2	1
Foundation/Trust	3	3,819	2	1	1
VA	8	7,669	3	2	1
<b>Special Schools</b>	4	364	2	1	1
<b>Academies</b>	4	5,014	2	----	2 ----
<b>Non Schools Members</b>					
Union			1		
Stakeholders: School Improvement Partners			1		
Private Early Years Providers			1		
14-19 Partnership			1		
<b>Total</b>			<b>28</b>		

- 2.2 Nominations for headteacher representatives will be obtained from Barnet headteachers' Conference.
- 2.3 Governor representatives will be self-nominating. An election among Chairs and Heads will be conducted if there are more nominations than vacancies.
- 2.4 Elected members who hold an executive role in a local authority (a lead member) are barred from being either a schools member or a non-school member. However they have the right to attend and speak at meetings.
- 2.5 The Chief Education Officer and other senior officers with a specific role in strategic financial management and/or the schools funding formula are barred from membership but they have the right to attend and speak at meetings.
- 2.6 The composition of the Schools Forum will be reviewed periodically to ensure that the representation matches pupil and school numbers.

### **3 Terms of Office**

- 3.1 School and non-school members will serve for a period of three years. Re-election of existing members will be allowed. A member from the same representative group will replace members leaving early.
- 3.2 Members who miss two or more consecutive meetings will be asked if they want to continue to remain as members.
- 3.3 Where a member leaves the organisation they are representing they will cease to be a member.
- 3.4 If a school changes its status (eg becomes an Academy) the term of office of any member representing that school will come to an end at the date of the change.
- 3.5 The Secretary of State has powers to remove from the Forum any non-school member representing an organisation which she/he has determined, should not be in membership of the Forum.

### **4 Timing and frequency of meetings**

- 4.1 The Local Authority will timetable three meetings per year. These meetings will be arranged to coincide with the Schools' Budget setting cycle, in order that the Schools Forum can be consulted in good time for its view to be taken into account before final decisions are taken on the schools' budget for the following year.
- 4.2 The Schools Forum can determine to hold additional meetings if considered necessary in liaison with the Local Authority.
- 4.3 Meetings will be held during normal business hours (i.e. 9am-6pm) on weekdays during school term times.

### **5 Proceedings**

- 5.1 The Forum will elect its own Chair and Vice-Chair from among its members at inception and then annually.
- 5.2 The Local Authority will appoint a clerk.
- 5.3 For meetings to be quorate, at least 40% of Forum members must be present.
- 5.4 The quorum can include substitutes. Each member can have one nominated substitute. Substitutes must be nominated at the beginning of each term of tenure.
- 5.5 Working parties may be set up as required but decision making remains with the full Schools Forum.
- 5.6 Forum meetings will be open to the public and unless specifically agreed all minutes and agendas may be made available to the public
- 5.7 Forum members will be required to make declarations of interest, pecuniary or otherwise, when relevant. Members should declare an interest in any individual proposal which directly affects a school where they are the Headteacher, a Governor or parent.

## **6 Voting and Decision Making**

- 6.1 The Chair and Vice-Chair will be elected by a simple majority vote, cast by individual members in each case.
- 6.2 General procedural matters, i.e. length of meetings, additional meetings, project work etc., will also be decided by majority vote.
- 6.3 Any member can put forward a recommendation to the Forum to respond to the Local Authority on matters connected with:
- changes to the funding formula; or
  - special issues relating to the Schools' Budget; or
  - service contracts

The recommendation must be recorded, together with the name of the individual members voting (i) in favour; or (ii) against; or (iii) abstaining.

## **7. Expenses**

- 7.1 The Local Authority will draw up a policy for the payment of expenses, which will operate, on a similar basis to other bodies in existence.
- 7.2 Supply cover will be available to teacher governors, but not Headteachers.

## Item 7.2 DSG 2010/11 Projected Outturn

Linda Parker

Head of Finance Children and Adult Services, Finance Services

The purpose of this report is to inform the Schools Forum about the projected outturn of the centrally retained schools budget.

### 2010-11 Budget and Projected Spend

The Schools Budget and the use of the carry-forward under spend from 2009-10 was approved by the Schools Forum on 13th July 2010.

Officers of the Council have provided end of year projections for the centrally retained budgets. The figures were previously reported to the Schools Forum in December and officers have now revised these calculations based on actual spend to the end of December 2010 and projected spend to the end of the financial year.

The report to the Schools Forum in December projected an overspend of £535,292. The current projection is an overspend of £162,372. In accordance with government grant requirements any over/underspend in the centrally retained budgets is carried forward to the next financial year.

The figures and explanations are shown in the attached table.

### Recommendation:

The Forum notes the budget outturn projections for 2010-11.

### Previous Reports

Reports to Schools Forum 13<sup>th</sup> July 2010 Dedicated Schools Grant 2010-11 (Agenda item 5.7) and 18<sup>th</sup> May 2010 Schools Budget (Agenda items 5 and 6); 7<sup>th</sup> December 2010

**2010-11 Centrally Retained Schools Budget Monitoring Report -Projections as at month 9 2010-11**

	Revised Schools Budget as agreed at Schools Forum 13th July 2010	Projected Spend at month 9	Projected Variance at month 9	Comments
<b>ISB</b> (Includes resources provision and statements at academies and YPLA funding)	214,177,810	214,224,213	46,403	Academy SEN costs - can be funded from school contingency
YPLA Teachers Pay Grants	762,906	762,906	0	
Under 5s (PVI's etc)	5,665,567	5,308,187	(357,380)	Lower than anticipated spend on pre-school SEN costs and PVI providers
School Contingencies	1,063,346	1,063,346	0	
Provision for pupils with SEN (including assigned resources)	453,250	453,250	0	
Provision for pupils with SEN, provision not included in line 1.2.1	2,816,330	2,875,746	59,416	Higher than expected costs of therapies
Support for inclusion	294,700	294,700	0	
Fees for pupils at independent special schools & abroad	7,657,360	7,686,062	28,702	Increase cost for specialist packages and autism
SEN transport	400,000	400,000	0	
Inter-authority recoupment	1,971,860	2,453,684	481,824	Increase in recoupment costs from other LEA's
Contribution to combined budgets	457,460	457,460	0	
Pupil Referral Units	1,592,335	1,611,268	18,933	Additional cost of external courses
Behaviour Support Services	299,730	283,604	(16,126)	Staffing vacancies
Education out of school	390,725	357,805	(32,920)	Staffing vacancies
Central expenditure on education of children under 5s	710,030	669,046	(40,984)	Lower than anticipated Early Autism Service costs
Free school meals - eligibility	3,568	3,568	0	
Milk	1,570	-4,320	(5,890)	
Insurance	415,226	415,226	0	
Museum and Library Services	42,753	42,753	0	
School admissions	429,114	428,718	(396)	
Miscellaneous (not more than 0.1% total of net SB)	238,580	219,370	(19,210)	Govt decision to cease FMSIS
Servicing of schools forums	34,680	34,680	0	
Staff costs - supply cover (not sickness)	155,620	155,620	0	
Other Standards Fund Allocation - Non-Devolved	77,086	77,086	0	
Capital Expenditure from Revenue (CERA) (Schools)	769,040	769,040	0	
<b>Total Planned Expenditure</b>	<b>240,880,646</b>	<b>241,043,018</b>	<b>162,372</b>	

### **Item 7.3 Carbon Reduction Commitment Energy Efficiency Scheme - Update**

**Nigel Bell**

**Senior Asset Manager**

#### **Carbon Reduction Commitment Energy Efficiency Scheme (CRCEES) - Update**

Since the July briefing the Council has now registered as a full participant in the CRCEES and is currently in the process of gathering information for its carbon footprint and annual report to be submitted by the end of July 2011

CRCEES was simplified as part of the government's Comprehensive Spending Review in that the revenue raised through the scheme will no longer be recycled to participants but instead will be used to support the public finances (including spending on the environment).

The first sale of carbon allowances has now been put back to 2012 and it is understood that the DfE may be considering the option of enabling local authorities to pass on the cost of these allowances to schools, although no announcement has been made.

To enable the Council to comply with its obligations under the CRCEES, and to avoid any associated fines, we will shortly be writing to schools and service areas to check and confirm details of premises utility supplies including the following items:

- Fuel type
- Meter serial number
- Meter reference number
- Supplier
- Meter location

For the purposes of compiling the Council's CRCEES reports and associated evidence pack, schools are advised to keep copies of their utility bills for the 2010/11 financial year (bills for electricity and gas meters) together with a record of meter reads. A minimum of quarterly reads is required, although monthly meter reads is recommended, as this also helps to reconcile monthly bills.