

Central Bedfordshire
Council
Priory House
Monks Walk
Chicksands,
Shefford SG17 5TQ



please ask for Martha Clampitt
direct line 0300 300 4032
date 13 June 2013

NOTICE OF MEETING

CENTRAL BEDFORDSHIRE SCHOOLS FORUM

Date & Time

Monday, 24 June 2013 at 6.00 p.m.

Venue at

Council Chamber, Priory House, Monks Walk, Shefford

Richard Carr
Chief Executive

To: The Chairman and Members of the CENTRAL BEDFORDSHIRE SCHOOLS FORUM:

School Members:	Anne Bell, Headteacher, Willow Nursery School David Brandon-Bravo, Headteacher, Parkfields Middle School Paul Burrett, Headteacher, Studham CofE Lower School and Pre-School Shirley-Anne Crosbie, Headteacher, Glenwood Special School James Davis, Governor, Leighton Middle School Angie Hardy, Headteacher, Clipstone Brook Lower School Richard Holland, Governor, Harlington Upper School Sue Howley MBE, Governor, Greenleas Lower School Sharon Ingham, Headteacher, Hadrian Lower School Jim Parker, Headteacher, Manshead Upper School John Street, Academy Middle School Representative Stephen Tiktin, Governor, Linslade Lower School Rob Watson, Headteacher Stratton Upper School
Non School Members	Mr M Foster, Trade Union representative Caroll Leggatt, PVI Early Years Providers Representative Robert Shore, Local Authority 14-19 partnership representative - UTC Sarah Stevens, Church of England Diocese Representative
Observer:	Cllr MAG Versallion, Executive Member for Children's Services

Please note that there will be a pre-meeting starting **half an hour before** the Forum meeting to enable technical aspects of the reports to be discussed with officers before the Forum meeting begins.

AGENDA

1. **Apologies for absence**

To receive apologies for absence and notification of substitute members.

2. **Election of Chairman and Vice-Chairman for 2013/14**

To elect a Chairman and Vice-Chairman for the Municipal Year 2012/13.

3. **Minutes of the previous meeting and matters arising**

To approve the minutes of the previous meeting held on 4 March 2013 and to receive an update on any matters arising from these.

Consider

Item	Subject	Page Nos.
4	Schools Specific Contingency Budget	* 13 - 18

To provide an update on the use of the School Contingency Budgets for 2012/13 and 2013/14.

Proposals

Item	Subject	Page Nos.
5	Two Year old funding	* 19 - 22

To consider the proposal for the transfer of the DSG funds allocated by Government for the extension of Two Year Olds to be allocated and managed by the Early Years Childcare Panel and a proportion to be allocated as capital to support the required extension.

Updates

Item	Subject	Page Nos.
6	Reimbursement of Maintained Schools Redundancy Payments To inform Schools Forum of changes to how redundancy payments are reimbursed by the Council for Foundation including Trust and Voluntarily Aided Schools. This change does not apply to Community, Voluntarily Controlled or Special Schools where the Council is the employer.	* 23 - 26
7	Dedicated Schools Grant To note the update on the DSG.	* 27 - 30
8	Schools Forum Budget To provide an update on the use of the School Forum Budget for 2012/13 and 2013/14.	* 31 - 32
9	Revisions to the Scheme for Financing Schools To note the Directed revisions to the Scheme for Financing Schools	* 33 - 34
10	School Finance Update To update the Schools Forum on the Schools out-turn position for 2012/13.	* 35 - 36
11	Outline Forward Plan To provide an update on the likely programme for School Forum for 2013/14	* 37 - 38
12	Future meeting dates for 2013/14 The meeting dates for the 2013/14 municipal year are as follows: <ul style="list-style-type: none">• 16 September 2013 at 9.00am in Watling House, High Street North, Dunstable• 25 November 2013 at 6.00pm in Priory House, Monks Walk, Shefford• 20 January 2014 at 6.00pm in Priory House, Monks Walk, Shefford• 24 March 2014 at 9.00am in Watling House, High Street North, Dunstable	

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CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **CENTRAL BEDFORDSHIRE SCHOOLS FORUM** held at Council Chamber, Priory House, Monks Walk, Shefford on Monday, 4 March 2013

PRESENT

Richard Holland (Chairman)
Jim Parker (Vice-Chairman)

School Members: Anne Bell Headteacher, Willow Nursery School
Paul Burrett Headteacher, Studham CofE Lower School
and Pre-School
Shirley-Anne Crosbie Headteacher, Glenwood Special School
James Davis Governor, Leighton Middle School
Sue Howley MBE Governor, Greenleas Lower School
John Street Academy Middle School Representative
Stephen Tiktin Governor, Linslade Lower School
Rob Watson Headteacher Stratton Upper School

Non-School Members: Caroll Leggatt PVI Early Years Providers Representative
Sarah Stevens Church of England Diocese Representative

Observer: Cllr M AG Versallion Executive Member for Children's
Services

Apologies for Absence: David Brandon-Bravo
Mr M Foster
Angie Hardy
Sharon Ingham

Substitutes: Lesley Gilson (in place of Martin Foster)
Peter Haddon (in place of David Brandon-Bravo)

Member in Attendance: Cllr Miss A Sparrow,

Officers in Attendance: Mrs M Clampitt Committee Services Officer
Mr P Dudley Assistant Director Children's Services
(Learning & Strategic Commissioning)
Mrs E Grant Deputy Chief Executive/Director of
Children's Services
Ms D Hill Senior Finance Manager - Children's
Services
Miss H Redding Head of Learning and School Support

CBSF/12/86 Chairman's Announcements and Communications

The Chairman advised the meeting that Item 10 - Watling Lower School Licensed Deficit would be considered first followed by the late Item 11 - Capital Allocations 2013/14 and 14/15. The agenda would then be taken in order beginning with Item 4 - PRU - Transfer of Revenue DSG to Capital.

CBSF/12/87 Minutes

RESOLVED

That the minutes of the Central Bedfordshire Schools Forum held on 24 January 2013 be confirmed and signed by the Chairman as a correct record.

Matters arising :-

1. The Forum has asked if it is possible to co-opt members to the Forum due to the difficulties recruiting for the two vacancies?
2. CBSF/12/82 - The Senior Finance Officer clarified that the 2 year old funding was now contained within the DSG however it was still distributed in the same manner through the EYRG.

CBSF/12/88 Watling Lower School Licensed Deficit

The Forum considered a request from Watling Lower School to write off their deficit of £264,424.

The Chair of Governors for Watling Lower School and Forum Member provided an overview of how the deficit had been acquired at the Lower School in 2009. In addition, the Forum were advised of the steps which had been taken to reduce the deficit since her joining the school in 2011.

The Forum acknowledged the work which had resulted in the £800k+ deficit being reduced to £264,424. One of the creditors had written off their portion of the debt whilst the second creditor refused to do so.

It was also acknowledged that whilst the school had ratified a balanced in year budget for the second year there was not any surplus to pay towards the deficit.

Watling Lower School had been subject to a thorough review which included a new head and deputy head being appointed.

The Forum were wanting to help the School but were concerned that a precedent would be set allowing other schools to approach the Forum. The Forum discussed what options were available besides the Schools Contingency being used to write off the debt. The Chair of Governors for Watling Lower School and Forum Representative confirmed that no other options had been found following in depth searching.

It was agreed that the circumstances were unique and that the controls much stricter from the Finance department within the Council. It was felt that this circumstance was less likely to occur in the future.

It was also agreed that the Schools Contingency Budget would be greatly reduced next year to £100k and therefore there would not be the capacity to offer this kind of assistance to maintained schools.

RESOLVED

That the request from Watling Lower School to write off their licensed deficit of £264,424, be approved.

The Forum voted 10 in favour, 0 against and 5 abstentions.

CBSF/12/89 Capital allocations 2013/14 and 14/15

The Forum considered a late report which advised of the total Department for Education (DfE) capital allocations to schools and the Council for 2013/14 and 2014/15 for Basic Needs and to note the Council level allocations. The Forum noted that the information had only been released by the DfE on Friday 1 March 2013 and the report had been written for members consideration at the 4 March meeting.

The Head of School Organisation, Admissions and Capital Planning, Children's Services advised the Forum that the figures that set out the allocation to the LA for devolved formula capital and schools capital maintenance had been reduced in proportion to the number of students no longer in maintained schools. Separate allocations will be made of DFC directly to Academies by the EFA and they will be able to apply for strategic capital maintenance through the established process.

It was noted that the monies provided were allocated for two different periods of time:-

- (a) 1 year allocation - Strategic Capital Maintenance, Devolved Formula Capital and for the Locally Co-ordinated Voluntary Aided Programme (LCVAP);
- (b) 2 year allocation - Basic Need would be used by the Council to fulfil its statutory obligation of ensuring sufficient high quality school places.

It was noted that the DfE had provided a new Targeted Basic Need of £982m allocated by the Chancellor in December 2012. This funding was for locations which had significant basic need pressures that would be unlikely to be addressed through the Basic Needs funding announced as part of the main allocation. There was a bidding mechanism for these Local Authorities to apply for the additional funding. The Forum noted that Central Bedfordshire Council was in a good position and would be unlikely to need to bid for additional funding.

The Forum considered the detailed financial breakdown in Appendix A. It was noted that the LA Maintained Strategic Maintenance programme funded by £2,562,744 of grant would be focused on roofing, boilers, windows and addressing priority health and safety related issues.

The Head of School Organisation, Admissions and Capital Planning, Children's Services confirmed that the 2013/14 Strategic Maintenance programme would be brought to the June Schools Forum meeting providing more detail of how the funding would be allocated.

The Forum noted that the DfE had also announced the application process for its Post 16 demographic growth fund which the Local Authority will be publicising to all Post 16 providers.

Completed applications have to be with the DfE by end of April 2013. The Head of School Organisation, Admissions and Capital Planning, Children's Services' team would be working to get the applications in before the deadline.

RESOLVED

That the overall Department for Education allocations for 2013/14 and 2014/15 for Basic Need, be noted.

CBSF/12/90 PRU - Transfer of Revenue DSG to Capital

The Forum considered a report which set out the improvements of the PRU buildings to date, and recommended that the underspend in 2012/13 to be used to offset some of the capital costs to date.

The Head of Learning and School Support advised the Forum that the PRU was taken over in April 2011 and significant improvements had been made as the buildings had been in poor condition requiring health and safety works to be carried out.

It was noted that the significant remodelling of the area had been completed which provided improved quality for the students and staff.

To date £309,611.18 had been spent on improving the PRU. It was anticipated that there would be an underspend of £50k with possibly a few thousand pounds more at the end of the financial year. It was requested that the funding be transferred to fund additional capital works to continue to improve the buildings.

The Forum supported the request unanimously.

RESOLVED

- 1. that the current position of the PRU budget be noted and the use of the forecast underspend of £50,000 to offset costs of improving the PRU buildings on the Kingsland Site in 2012/13, be approved.**
- 2. that any additional balance in the PRU budget at the end of the Financial Year be transferred for the same purposes, be approved.**

The Forum voted unanimously to support both recommendation 1 and 2

CBSF/12/91 Dedicated Schools Grant (DSG)

The Forum considered a report which provided an update on the Dedicated Schools Grant (DSG).

The DSG for 2012/13 is £173.915m. This is based on 37,336 (fte number of pupils at January 2012) multiplied by £4,658 (Guaranteed Unit of Funding(GUF)). The figure was based on 37 schools converting to Academy status as at January 2013 and £524k LACSEG transfer.

Unspent DSG reserves from 2011/12 of £920k has been added to the 2012/13 allocation for distribution as follows:-

£309k one-off payment based on degree of incidence of low level needs

£442k an additional amount per statutory pupil

£169k termly headcount of Early Years.

The School Forum had agreed to pay £550k to contribute 50% to the expected reduction in DSG due to LACSEG in 2012/13, however; due to conversions taking place in 2013/14 the full amount will not be used in this financial year resulting in £288k being returned to School Contingency.

The Forum noted that the new funding reforms required a pro forma to be submitted to the Education Funding Agency (EFA) by Local Authorities. The EFA confirmed that Central Bedfordshire Council had met the deadline and the Council's adherence to the finance regulations and pro forma met the required criteria.

School budgets had been issued on 12 February 2013, one month early.

A request was made for two Forum members to be part of the panel that would consider 'Growth Fund' applications. It was agreed that there should be one maintained school representative and one academy representative. The Church of England Diocese Representative was also a lower school headteacher volunteered to represent the maintained schools and the Upper school Academy headteacher volunteered to representative should no other Academy representative be available. There were no Lower School Academy representatives in attendance at the meeting.

The Department for Education (DfE) announced a consultation document regarding the Replacement of the Education (Inter-authority Recoupment) Regulations. The consultation was a technical consultation and did not alter what was being asked of Schools. The consultation began on 4 February 2013 and closed on 25 February 2013.

The DfE published a review of 2013/14 School Funding Arrangements document on 12 February 2013. A briefing note was attached at Appendix A to the report. The Senior Finance Officer requested a meeting of the Technical Sub-Group be called on Thursday 14 March to discuss the document. It was envisioned that only one meeting would be required due to the tight timeframe. Views are sought by 26 March 2013.

RESOLVED

- 1. that the update on the Dedicated Schools Grant (DSG) as at 31 January 2013, be noted.**
- 2. that the Technical Sub Group be convened to prepare a response to the 2013/14 School Funding Arrangements review before the 26 March 2013 response deadline.**

CBSF/12/92 School Specific Contingency Budget

The Forum received a report which provided an update on the use of the Schools Contingency Budget for 2012/13.

At the Schools Forum meeting held on 5 March 2012, the following budgets were agreed:-

- £500,000 General Contingency
- £275,670 SEN Contingency

The total budget agreed for 2012/13 was £775,670. There was also a carry forward from 2011/12 of £898,917, which was split £818,999 (General) and £79,918 (SEN). The opening balances for 2012/13 were £1,318,999 (General) and £355,588 (SEN).

It was noted that there had been redistribution of unspent DSG of £1,779,125 during the current year. There would be a carry forward at the end of the year of approximately £120k once the Watling Lower School deficit of £264,424 had been paid.

The SEN Contingency budget allowing for known commitments would be fully spent by the end of the financial year.

Any unspent balances will be carried forward to 2013/14.

RESOLVED

That the School Contingency spend as at 31 January 2013, be noted.

CBSF/12/93 Schools Forum Budget

The Forum received and considered a report which provided an update on the Schools Forum Budget for 2012/13.

The Senior Finance Officer confirmed that at the date of the meeting the remaining balance for the year was £1,102. It was noted that any unspent budget would be carried forward to the next year. It was anticipated that the budget for 2013/14 would be £3,000.

Members of the Forum were reminded that they could submit travel claims for attending the Forum meetings.

RESOLVED

That the Schools Forum Budget position statement as at 31 January 2013, be noted.

CBSF/12/94 Review of the Forum's Constitution and Terms of Reference

The Forum considered a report provided a first stage review of the Constitution and Terms of Reference of the Central Bedfordshire Schools Forum.

The Forum considered the track changed version of the document and agreed with the proposed changes which had been requested by both Officers and the Forum Members.

The Forum requested two further items be investigated:-

- (1) Can the Chairman exercise his casting vote on a phased voting situation, where he is not eligible to vote?
- (2) What provisions are possible for absentee voting?

Forum representatives, who represent Governors expressed concern about having to pass on information to other Governors. Officers agreed that the information from and about Schools Forum meetings would be circulated though the monthly Governors Essentials. In addition, Officers would investigate other ways to support the process.

RESOLVED

That the revised draft Central Bedfordshire Schools Forum Constitution and Terms of Reference, compliant with the Regulations issued in 2012, be approved subject to clarification of the Chairman's Vote during phased voting and absentee voting.

CBSF/12/95 Briefing Note from Schools Asset Management Planning sub group

The Forum received a briefing note which provided an update, from the Schools Asset Management Planning sub group, regarding Schools Capital, Schools Premises Regulations and Carbon Reduction Energy Efficiency Scheme.

The Forum agreed the circulation of the briefing note via the Council's publication Central Essentials.

RESOLVED

- 1. that the contents of the Briefing Note be noted.**
- 2. that the circulation of the Briefing Note via the Council's publication 'Central Essentials', be approved.**

(Note: The meeting commenced at 6.00 p.m. and concluded at 7.30 p.m.)

Chairman

Dated

Meeting: Schools Forum
Date: 24th June 2013
Subject: Schools Specific Contingency Budget
Report of: Deputy Chief Executive and Director of Children's Services
Summary: To provide an update on the use of the School Contingency Budgets for 2012/13 and 2013/14.

Contact Officer: Dawn Hill, Technology House, Bedford
Public/Exempt: Public
Wards Affected: All
Function of: Council

RECOMMENDATIONS:

- 1. To note the School Contingency position statement as at March 2013**
- 2. To note the DSG Contingency spend to 31st May 2013**
- 3. Consider the options for supporting the schools with age range changes for the funding period 2013/14**

Background

1. The Schools Specific Contingency Budget falls under Schedule 2 of The School Finance Regulations 2008; 'Classes or descriptions of planned expenditure prescribed for the purposes of the Schools budget of a Local Authority which may be deducted from it to determine the Individual Schools Budget (ISB)' (top slice Direct Schools Grant – DSG).
2. At the Central Bedfordshire School Forum on 5th March 2012, the following budgets were agreed:
 - £500,000 General Contingency
 - £275,670 SEN Contingency.

Total School Contingency Budget agreed for 2012/13 is £775,670.

3. The School Contingency carry forward from 2011/12, as at 31st March 2011 was £898,917 which is split into General (£818,999) and SEN Contingency (£79,918).

4. The General Contingency budget can be utilised to fund the following:
- Rent and Joint Use equalisation charges;
 - Rates adjustments that have arisen from re-valuations or an adjustment to original formula;
 - Lease/planning permission associated with curriculum classes;
 - Adjustment to Formula i.e. floor area, teacher threshold, NQT, additional pupil numbers;
 - DSG shortfall;
 - Closing Schools;
 - Redundancy costs where applicable
 - Funding of exceptional circumstances, the Director of Children’s Services can authorise sums up to £10,000 in respect of any one school in a financial year.

General Contingency Expenditure 2012/13

5. The following table sets out the expenditure for 2012/13 against the School General contingency budget.

	BUDGET £	SPEND £	BALANCE £
Carry Forward from 2011/12	818,999		
Budget Allocation 2012/13	500,000		
Floor Area Adjustments		(47,939)	
Rent Adjustments		(10,021)	
Rates Adjustments		(33,128)	
Rate Relief (Academy converters)		181,841	
Legal Fees		(410)	
Redundancy		(88,622)	
Unspent DSG supporting Central Services		2,085,279	
Final DSG Adjustment (DfE)		14,152	
EYSFF Adjustment		(4,161)	
Interest		2,164	
Exceptional Circumstances		(29,200)	
Pupil adjustment		(132,458)	
Allocation of unspent DSG		(1,779,125)	
Additional Pupil Funding (4%)		(433,984)	
School in Financial Difficulty		(264,424)	
Total General Contingency	1,318,999	(540,036)	778,963

6. The balance has been Earmarked and carried forward to 2013/14.

SEN Contingency Expenditure 2012/13

7. The SEN Contingency had been agreed to fund :
- A growth in Behavioural Emotional and Social Difficulties (BESD) provision
 - Revised formula for Special Schools
 - Additional and alternative models of specialist provision within mainstream schools
 - Additional support to mainstream schools:-
 - i. Specialist support services and BESD services
 - ii. Special Schools Outreach
 - iii. Commissioned support

8. The following table sets out the expenditure for 2012/13.

	BUDGET £	SPEND £	BALANCE £
Carry Forward from 2011/12	79,918		
Budget Allocation 2012/13	275,670		
Outreach		(196,824)	
Redundancy		(85,538)	
Closing School		(368)	
Total SEN Contingency	355,588	(282,730)	72,858

9. The balance has been Earmarked and carried forward to 2013/14.

2013/14

10. From 2013/14 the Dedicated School Grant is split into three notional blocks; Early Years, High Needs and Schools with each block holding its own contingency budget

Early Years Contingency

11. Early Years provision is funded based on predicted total number of hours attendance of registered pupils. The LA must review the budget share when further information on actual hours of attendance is available, in accordance with Part 3 of The School and Early Years Finance (England) Regulations 2013 updated. The Early Years Contingency budget has been set aside to fund the headcount adjustment that is allowable within the regulations.

12. The following table sets out the expenditure to 31st May 2013.

	BUDGET £	SPEND £	BALANCE £
Budget Allocation 2013/14	352,450		
January 2013 census		44,200	
Total Early Years Contingency	352,450	44,200	396,650

High Needs Contingency

13. It was agreed at the School Forum meeting of the 21st January 2013 that SEN Contingency will continue to fund the extended role of a school such as commissioned work for Outreach and other services. Chiltern, Ivel Valley and Oakbank are currently commissioned to carry out an Outreach role.
14. The following table sets out the expenditure to 31st May 2013.

	BUDGET £	SPEND £	BALANCE £
Carry Forward from 2012/13	72,858		
Budget Allocation 2013/14	275,670		
Outreach		(345)	
Total SEN Contingency	348,528	(345)	348,183

Schools Contingency

15. The School and Early Years Finance (England) Regulations 2013, Part 5 Schedule 2, Items that may be removed from Maintained Schools' Budget Shares allows for expenditure on the schools' specific contingency.
16. The regulations define schools' specific contingency as central expenditure deducted for the purpose of ensuring that monies are available to enable increases in a school's budget share after it has been allocated where it subsequently becomes apparent that a governing body have incurred expenditure which it would be unreasonable to expect them to meet from the school's budget share which may include expenditure in relation to—
- (i) schools in financial difficulty,
 - (ii) the writing-off of deficits of schools which are discontinued, excluding any associated costs and overheads,
 - (iii) new, amalgamating or closing schools, or
 - (iv) other expenditure where such circumstances were unforeseen when initially determining the school's budget share;
17. It was agreed at the School Forum meeting of the 22nd October 2012 that funds would be de-delegated back to the LA for the purpose of school contingencies. De-delegation applies to Maintained Schools only. The budget for 2013/14 is £100k.
18. The following table sets out the expenditure to 31st May 2013.

	BUDGET £	SPEND £	BALANCE £
Carry Forward from 2012/13	778,963		
Budget Allocation 2013/14	100,000		
DSG Adjustment		3,320	
Total SEN Contingency	878,963	3,320	882,283

Age range change Schools

19. Six lower schools have changed age range during 2013/14, keeping a year 5 pupil groups that would have otherwise transferred to a Middle School. The Individual Schools Budgets issued for 2013/14 were based on October 2012, in line with the School and Early Years Finance (England) Regulations which refers to the 4th October 2012 for ascertaining pupil numbers for the distribution of funding for 2013/14. The Lower Schools have therefore not received pupil funding for the period September 2013 to March 2014 as this funding has been attributed to the Middle school based on October 2012 census data.
20. Following the start of the funding period the authority were contacted by a number of the schools requesting funding from the Growth fund and were advised that the fund was in place to meet basic need only. Following the request the Education Funding Agency were contacted by the LA for confirmation that the criteria agreed with School Forum for Growth funding distribution was in line with the requirements and should not be used for the purpose of schools choosing to change age range.
21. This criterion for Growth Fund was confirmed by the EFA as in line with regulations. The advice provided for funding the schools for the additional pupils in 2013/14 was by way of application to School Forum for funds held in School Contingency as a school facing financial difficulty, and for future years an application by the Council to the Secretary of State for the variation of the operation of regulation 13 of The School and Early Years Finance Regulations (pupil numbers). Regulation 13 stipulates the October census date for ascertaining pupil numbers for funding distributions.
22. The School and Early Years Finance (England) Regulations do not allow a local authority to make changes to their formulae after the funding period has commenced and therefore it is not possible to redetermine School budgets for the funding period 2013/14.
23. The 2014/15 Revenue Funding Arrangements have been announced on the 4th June 2013 and operational guidance provided for local Authorities. The issue of schools that have changed, or are going to change its age range either by adding or losing year groups is now included, as a number of Authorities have faced similar issues for the 2013/14 funding period.
24. The operational guidance states on this particular issue that it is expected that authorities will request approval to vary the pupil numbers for specific schools where:
 - There has been, or is going to be, a reorganisation or
 - A school has changed, or is going to change, its age range either by adding or losing year groups

In these cases, a weighted average of pupil numbers should be used, taking into account the changes in pupil numbers from the new academic year. If this is not done, the Department reserves the right to adjust amounts recouped from LAs to enable to properly fund Academies affected by this.

25. In line with the guidance issued the LA will need to apply for the variation in pupil numbers for specific schools for the funding period 2014/15. However, this will not resolve the issue for the six schools that have changed age range for the period 2013/14.
26. The options to be considered are as follow:
 1. Fund the schools from School Contingency for the expected pupil numbers in year group five in September 2013 as a school facing financial difficulty
 2. Support the Schools by way of a Licensed Deficit with no additional funding
27. Option one based on the estimated pupil numbers in total for all six schools paid at 7/12ths of the Primary AWPU (£2,908) will reduce the school contingency balance by approximately £298,555. Unspent dedelegated, or unspent centrally held DSG funding at the end of a financial year must be carried forward to the following funding period and be subject to the regulations operating in the new financial year. This option, based on the estimated funding required, would impact the distribution of any unspent funds to all schools, of a per pupil amount of £8.60 in 2014/15.
28. Option two where the schools are placed in deficit as a result of not receiving funding for the year 5 pupil group for 2013/14, to support the school with the approval of a Licensed Deficit, to be repaid over the normal period of three years.
29. The School Forum are asked to consider the two options available in supporting the schools. It should be noted that any unspent dedelegated, growth funding or unspent centrally held DSG funding at the end of a financial year must be carried forward to the following funding period and be subject to the regulations operating in the new financial year. Option one would reduce the possible carry forward by £298,555 which is equivalent to a per pupil amount of approximately £8.60.

Appendices:

None

Meeting: School Forum
Date: 24 June 2013
Subject: Two Year Old funding
Report of: Deputy Chief Executive and Director of Childrens Services
Summary: The report proposes the transfer of the DSG funds allocated by Government for the extension of Two Year Olds to be allocated and managed by the Early Years Childcare Panel and a proportion to be allocated as capital to support the required extension

Advising Officer: Edwina Grant, Director of Children Services
Contact Officer: Sue Tyler, Acting Assistant Director Children Services
Public/Exempt: Public
Wards Affected: All
Function of: Council

RECOMMENDATION(S):

The School Forum is asked to:

- 1. Approve the transfer of authority of £505,547 identified in the DSG notification as Trajectory Funding for the extension of Two Year old places to the Early Years Childcare Panel. The funding will be subsequently allocated for the purpose of developing / extending early years provision for funded two year olds.**

Background and recommendation

1. Funding for free provision for 2 year olds was introduced in Central Bedfordshire in September 2009. The offer at this time was for 10 hours a week, term time only, for 57 children from amongst the 15% disadvantaged 2 year olds.
2. In November 2011 the Government announced their intention to extend the funding to support 20% of disadvantaged 2 year olds from September 2013 increasing this figure to 40% from September 2014.
3. The criteria for receipt of these places is the same as the free school meal criteria, namely parents/carers in receipt of:
 - Income Support
 - Income based Job Seeker's Allowance

- Child Tax Credit, provided they are not entitled to Working Tax Credit and have an annual income (as assessed by HMRC) that does not exceed £16,190.
- Working Tax Credit (Disability element)
- Support under Part VI of the Immigration and Asylum Act 1999
- Guarantee element of the State Pension Credit

Or child is:

- Looked After Child
- Child subject to a Child Protection Plan

The Dept. for Education has consulted on the criteria for the 40% of places; however no announcement has yet been made regarding the situation for September 2014. The proposals are to build on the eligibility criteria for the first phase – so children who meet the free school meals criteria or who are looked after would continue to be eligible - and to extend free places to more low-income families, two-year-olds with special educational needs or disabilities, and those who have left care but are unable to return home.

4. This provision is to be for 15 hours a week, term-time only.
5. The Department subsequently gave Local Authorities numbers of two year olds which are anticipated to fit within the government criteria. From September 2013 this is 500 two year olds, increasing to 1000 in September 2014.
6. The number of hours of provision is therefore increasing from an original 22,230 hours of provision per year to 292,500 hours a year in September 2013 to 585,000 hours a year in September 2014.
7. To support the delivery of these additional places the Government has allocated additional funding to Local Authorities. Central Bedfordshire has been allocated £348,738 capital funding and £505,547 trajectory funding within the DSG, although this has been with a greater reduction in the equivalent funding for the Early Intervention Grant which had previously funded these places.
8. The trajectory funding will be used in conjunction with the capital funding to achieve the capacity (places), quality and parental demand for two year olds' early education.
9. Some potential uses of this funding have been identified as:
 - Creating additional places
 - Grant for refurbishments and resources
 - Developing infrastructure
 - Short term suitability funding
 - Workforce development
 - Consultation events
 - Marketing
 - Quality assurance

10. In order to create additional places in the areas of highest need i.e. where there will be a majority of two year olds fitting the criteria, some capital investment will be needed and an element of this will be in the areas of most deprivation. This is likely to be in a higher sum than the dedicated capital funding identified in the DSG (£348,738). There is also likely to be a need to increase places at existing provision for example by bringing additional rooms into use, and increasing the number of WCs.
11. The schools forum is requested to allow the £505,547 trajectory funding to be allocated on capital projects as needed to enable the provision of extra places.
12. Allocation of funding of this nature has historically been in the remit of the Childcare Funding Panel, which is a sub-group of the schools forum, and the request is made that this should continue.

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Meeting: Central Bedfordshire Schools Forum
Date: 24 June 2013
Subject: Reimbursement of Maintained Schools Redundancy Payments
Report of: Deputy Chief Executive and Director of Children's Services
Summary: To inform Schools Forum of changes to how redundancy payments are reimbursed by the Council for Foundation including Trust and Voluntarily Aided Schools. **This change does not apply to Community, Voluntarily Controlled or Special Schools where the Council is the employer.**

Advising Officer: Philip Howard, HR Business Partner, Children's Services
Contact Officer: Philip Howard, HR Business Partner, Children's Services
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

- Improved educational attainment.

Financial:

1. By implementing this change the reimbursement required from the Council's corporate redundancy reserve will be less.

Legal:

2. N/A

Risk Management:

3. N/A

Staffing (including Trades Unions):

4. N/A

Equalities/Human Rights:

5. To ensure that any decision does not unfairly discriminate, public authorities must be rigorous in reporting to Members the outcome of an equality impact assessment and the legal duties.

6. Public Authorities must ensure that decisions are made in a way which minimises unfairness, and without a disproportionately negative effect on people from different ethnic groups, disabled people, women and men. It is important that Councillors are aware of this duty before they take a decision.

Public Health

7. N/A

Community Safety:

8. N/A

Sustainability:

9. N/A

Procurement:

10. N/A

RECOMMENDATION(S):

The Forum is asked:

1. **To note the information and ensure this is disseminated at school level.**
2. **To note that Foundation Schools including Trust Schools and VA Schools will each need to decide as individual employers whether they wish to 'top up' statutory redundancy payments so the calculation is based on an individuals actual weekly pay.**

Background

11. The 2002 Education Act sets out how premature retirement and redundancy costs should normally be funded.

The default position is that premature retirement costs must be charged to the schools delegated budget, whilst costs of redundancy pay must be charged to the Local Authorities (LA) budget.

However, redundancy costs will be delegated to a schools budget if:

- A school acts outside the authorities policy
- The LA believes the redundancy is not necessary
- The redundancy has arisen due to a deficit within the schools control
- A school has refused to engage with the LA's redeployment policy

This scheme applies to maintained schools which means the Council is liable for redundancy costs for Foundation and VA schools where it is not the employer.

12. From 1 April 2013 the Schools Finance regulations changed and the reimbursement of Schools redundancy pay costs must now be met from the Corporate Redundancy Reserve. This is in accordance with the provisions in the 2002 Education Act. The regulations are clear that a central fund which schools contribute to cannot be held for redundancy pay costs.

Changes to how redundancy payments are reimbursed by the Council in Foundation including Trust and VA Schools.

13. From 25 June 2013 for Foundation including Trust Schools and Voluntarily Aided (VA) Schools the Council will no longer reimburse redundancy pay based on calculation using actual weekly pay. For these schools any Redundancy payments made to staff will be reimbursed by the Council based on a calculation using statutory maximum weekly pay (currently this is set at a maximum of £430 per week) instead of actual weekly pay. **This will not apply for Community Schools, Special Schools or Voluntarily Controlled (VC) Schools where the Council is the employer. The redundancy pay calculation in these cases will continue to be based on actual weekly pay and will be fully reimbursed.**

For VA and Foundation schools this means the Council will reimburse redundancy calculations based on statutory redundancy pay and the school (as the employer) will need to decide if they wish to top this up, so the calculation is based on the person's actual weekly pay.

Foundation including Trust and VA Schools opting to 'top up' redundancy calculations so they are based on individuals actual weekly pay

14. If a school wishes to top up their redundancy payments so the calculations are based on the person's actual weekly pay this will need to be paid directly from their school budget as it is not possible to use Direct Schools Grant (DSG) funding for this purpose.
15. Foundation including Trust Schools and VA Schools are advised to consider their position on whether they want to 'top up' redundancy payments at a Governing Body meeting so a decision can be made and recorded.

Councils reasons for taking this decision

16. The Council has taken this decision as it cannot afford to maintain reimbursing redundancy payments based on actual weekly pay for all Maintained Schools. Neither is it right that the Council should fund discretionary payments to non – employees from its reserves.
17. This decision has been taken by the Children's Services Management Team.

Background Papers: (open to public inspection) None

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Meeting: Schools Forum
Date: 24th June 2013
Subject: Dedicated Schools Grant (DSG)
Report of: Deputy Chief Executive and Director of Children's Services
Summary: To note the update on the DSG

Contact Officer: Dawn Hill, Technology House

Public/Exempt: Public

Wards Affected: All

Function of: Council

Reason for urgency
(if appropriate)

RECOMMENDATIONS:

1. To note the update

Background

1. Since the beginning of the financial year 2006/07 local authorities (LA) have received allocations of DSG to finance the Schools Budget in each authority. The full DSG received must be applied to the Schools Budget in each authority; although authorities may provide additional resources in support of the Schools Budget should they decide to do so. From 2013/14 the Dedicated School Grant is split into three notional blocks; Early Years, High Needs and Schools.
2. The School and Early Years Finance (England) Regulations define the local authority education budgets (the non-schools education budget, the schools budget, the central expenditure and the individual schools budget) and set out how local authorities are to allocate funding from the individual schools budget (ISB) to maintained schools and private, voluntary and independent providers of free early years provision (relevant early years providers) through a locally determined formula. These Regulations relate only to the 2013/14 financial year.
3. The Regulations give effect to the decisions made to reform the school funding system through simplified local formulae, greater delegation to schools and new arrangements for funding pupils with high needs.
4. The Minimum Funding Guarantee (MFG) for schools has been set at negative 1.5% per pupil for 2013/14. The calculation has been simplified compared with previous years and the Regulations set out the factors which are excluded from the calculation.
5. The Chief Finance Officer (CFO), must sign two statements annually: the Actual deployment (out-turn) and Budgeted Allocation of the DSG, confirming that it has been fully deployed in support of the School's Budget in accordance with the condition of the grant and the School Finance Regulations.

Deployment of DSG 2012/13

6. The budget allocation of DSG for 2012/13 has been confirmed and is the full time equivalent (FTE) number of pupils as at Jan 12 of 37,336 multiplied by the GUF £4,658 to give £173.915M. .
7. The School Forum agreed that unspent DSG reserves from 2011/12 to be distributed to schools as follows; a one-off payment based on degree of incidence of low level needs (£309k), an additional amount per statutory pupil (£442k) and termly headcount of Early Years (£169k). The sum of £920k has been added to the 2012/13 DSG allocation. The table below represents the distribution of the 2012/13 DSG based on the number of academies at the year ending March 2013.

DSG	Academies		Revised DSG	ISB	Central Spend
£'000	ISB	LACSEG	£'000	£'000	£'000
174,835	68,175	262	106,398	95,041	11,357

8. For 2012/13 Academies received a Local Authority Central Spend Equivalent Grant (LACSEG) deducted from the DSG for those services that are the responsibility of the Academy but are retained centrally e.g. behaviour support, practical learning etc.
9. The LACSEG deductions attributable to 39 converted schools as at March 2013 is £524K. It was agreed at the School Forum meeting on the 5th March 2012 that the cost of LACSEG would be partly funded up to £550k from DSG, any amount exceeding this must be brought back to the Forum. The DSG contribution to LACSEG is £262k.
10. The Schools Finance Regulation governs the operation of the Central Expenditure Limit and ensures central spend does not increase as a proportion of the overall Schools Budget. The CEL can only be breached in exceptional circumstances and with the specific approval of the Schools Forum. The proposed allocation of DSG for Central services has reduced from 2011/12 reflecting services increasingly being commissioned to be run through schools. The CEL has not been breached.

DSG Budget Allocation 2013/14

11. The Department for Education announced on the 19th December 2012 the School Funding settlement for 2013/14 including allocations for the DSG and illustrative allocations for the Pupil Premium. The Pupil Premium is £900 and Service Premium £300 per pupil. As the PP is calculated using January school census, final allocations will be confirmed in summer 2013.
12. The Department also announced a new grant, the Education Services Grant, which will replace the LA Block element of LACSEG for Academies, and the corresponding element of LA revenue funding, from 13/14.
13. There is no change to the distribution of the DSG and is based on the 'spend plus' methodology for 2013/14 but the presentation of the settlement is shown in three spending blocks (Early Years, Schools and High Needs).

14. The following table illustrates the updated DSG allocation for each block and additions. The Schools block is based on October 2012 School census and for Early Years the January 2012 census.

Block		Initial Allocation December 2012 (£M)	Revised Allocation May 2013 (£M)	Increase (£M)
Schools		144.008	144.008	0
Early Years		9.85	9.85	0
High Needs	Pre 16	21.268	21.337	0.069
	Post 16	1.344	1.761	0.417
Transitional funding (floor protection for 3 year olds)		0.05	0.05	0
2 year olds (grant transfer from RSG previous EIG)		1.793	1.793	0
NQT (transferred from RSG)		0.053	0.053	0
HN Growth			0.193	0.193
Share of £7m NMSS			0.011	0.011
Total Allocation DSG		178.366	179.056	0.690

15. The Schools Block is based on a per pupil unit of funding of £4,144.47 multiplied by 34,747 pupils as reported on the October 2012 census. The Early Years block is based on a unit of funding of £3,979.80 multiplied by 2,475 full time equivalent number of pupil as reported on the January 2012 census.
16. The High Needs Block for Post 16 combines three previous budgets, SEN Block Grant, Specialist placements funding and the cost of high needs student in FE. The new system for funding high needs pupils will not be introduced for post 16 students until August 2013.
17. The floor protection for 3 year olds has reduced by £48k from 2012/13 funding and will be completely removed in 2014/15.
18. The 2013/14 funding for early education places for 2 year olds from lower income households, previously funded through Early Intervention Grant, has now merged into the DSG. It is to fund Statutory Places (£1,288k) and 'trajectory building' (£505k) to create non-statutory places in preparation for the increased entitlement. Allocations have been calculated based on the estimated number of eligible 2 year olds likely to receive provision in the area, using Free School Meals data for 4 to 6 year olds as a proxy.
19. Funding for the cost of monitoring and quality assuring NQT induction has also been transferred into the DSG and for CBC is £53k; Nationally £10M has been reduced from the Education Support Grant to fund this.

Growth Fund 2013/14

20. The School and Early Years Finance (England) Regulations, Schedule 2, prescribes expenditure that may be deducted from the Schools budget before determining the Individual Schools Budget and held centrally.
21. The Growth Fund falls into this category and is for the purpose of :
- Expenditure to be incurred due to a significant growth in pupil numbers as a result of the local authority's duty under section 13(1) of the 1996 Act to secure that efficient primary education and secondary education are available to meet the needs of the population of their area, but only where the authority has set criteria for determining the circumstances in which the expenditure can be incurred and the basis for calculating the amount of any such expenditure.
 - Expenditure to be incurred in order to make provision for extra classes in order to comply with the School Admissions (Infant Class Sizes) (England) Regulations 2012**(b)**.
22. Local Authorities are required to produce criteria on which any growth funding is to be allocated, and set out the circumstances in which a payment could be made and a basis for calculating the sum. At the March 2013 School Forum meeting members were asked to nominate representatives that would sit on the panel to review applications for funding
23. Two panel meetings have taken place, one for Growth Fund bids and the second for Infant Class Size funding applications.
24. The following table sets out the approved expenditure to 31st May 2013

School	Growth Fund	ICS Fund	Total
Fairfield Park Lower	130,168		130,168
Greenleas Lower	314,794		314,794
Church End Lower	69,071		69,071
Gothic Mede Lower	40,712		40,712
Houghton Regis Lower		27,984	27,984
Total	554,745	27,984	582,729
2013/14 Allocation			800,000
Balance remaining			217,271

Review of 2013/14 Funding Arrangements

25. The Department published the Review of 2013/14 School Funding Arrangements document on the 12th February 2013 and were seeking views by the 26th March 2013 on some specific issues. The LA and School Forum responded to the questions being asked and a briefing note was provided appended to the March DSG report to School Forum. The outcome of the review is expected early June 2013 and will impact the 2014/15 distribution.

Appendices:

None

Meeting: Schools Forum

Date: 24th June 2013

Subject: School Forum Budget

Report of: Deputy Chief Executive and Director of Children's Services

Summary: To provide an update on the use of the School Forum Budget for 2012/13 and 2013/14.

Contact Officer: Dawn Hill, Technology House, Bedford

Public/Exempt: Public

Wards Affected: All

Function of: Council

RECOMMENDATIONS:

- 1. To note the School Forum position statement as at March 2013**
- 2. To note the School Forum spend to 31st May 2013**

Background

1. The School Forum Budget falls under Section 2 of The School Finance Regulations 2008. 'Classes or descriptions of planned expenditure prescribed for the purposes of the Schools budget of a Local Education Authority which may be deducted from it to determine the Individual Schools Budget' (top slice Direct Schools Grant - DSG) – 'establishment and maintenance, of and consultation with, schools forums'.
2. It was agreed at the School Forum meeting of the 5th March 2012 that a budget of £3,000 will be available for costs associated with the operation of the Forum, with the continued membership of the F40 group and £2,000 delegated to the Chairman of the Schools Forum to fund the commissioning of consultancy and administration support. The level of the budget will be reviewed annually.
3. The School Forum budget was fully spent in 2011/12.

Expenditure 2012/13

4. It was resolved at the School Forum meeting of the 5th March 2012 that Central Bedfordshire would remain a member of the F40 Group, representing the lowest funded Local Authorities.

5. The following table sets out the expenditure for 2012/13 against the School Forum Budget.

	BUDGET £	SPEND £	BALANCE £
Budget Allocation 2012/13	3,000		
F40 Subscription		(1,000)	
Room Hire / Hospitality		(578)	
Travel Expenses		(172)	
Westminster Education Forum		(380)	
Total	3,000	(2,130)	870

Unspent DSG has been consolidated and carried forward in the School Specific Contingency budget.

Expenditure 2013/14

6. The School Forum budget for 2013/14 falls under Schedule 2 (classes of expenditures which may be deducted from the LA Schools Budget before determining the Individuals Schools Budget) of The School and Early Years Finance (England) Regulations 2013 'expenditure incurred in connection with the authority's function under section 47A of the 1998 Act (establishment and maintenance of, and consultation with, schools forums). Any deductions must not exceed the amount deducted for the previous funding period.

The budget for 2013/14 has therefore been set at the 2012/13 level of £3,000

7. The following table sets out the expenditure to 31st May 2013

	BUDGET £	SPEND £	BALANCE £
Budget Allocation 2012/13	3,000		
F40 Subscription		(1,000)	
Total	3,000	(1,000)	2,000

Appendices:

None

Meeting: Schools Forum
Date: 24th June 2013
Subject: Revisions to the Scheme for Financing Schools
Report of: Deputy Chief Executive and Director of Children's Services
Summary: To note the Directed revisions to the Scheme for Financing Schools

Contact Officer: Dawn Hill, Technology House, Bedford

Public/Exempt: Public

Wards Affected: All

Function of: Council

Reason for urgency
(if appropriate)

RECOMMENDATIONS:

- 1. To approve the amendments to the Central Bedfordshire's Scheme for Financing Schools in line with the Department for Education's (DfE) directed revisions.**

Background

1. The Scheme for Financing Schools sets out the financial relationship between the authority and the schools which it maintains. It is based on the legislative provisions in Section 45-53 of the Schools Standards and Framework Act 1998 and The School and Early Years Finance (England) Regulations 2013.
2. DfE directed revisions to the scheme are not subject to consultation with Schools governing bodies or head teachers, however they do need to be submitted to the schools forum for their approval. The authority may apply to the Secretary of State for approval in the event of the forum rejecting a proposal or approving it subject to modifications that are not acceptable to the authority.
3. The LA as a minimum must publish the scheme on a website which is accessible to the general public and that any revised versions must be published by the date the revisions come into force, together with a statement that the revised scheme comes into force on that date. A revised scheme with track changes will be available on the Schools website.

Update

4. The DfE revisions are in respect of new funding arrangements from 1st April 2013. These revisions also include some amendments to the wording and references to provide additional clarity.
5. The changes are as follows:
 - Introduction - Update the reference to regulations
 - Section 1.2.1 - Confirmation that legislation has already been amended to put maintained Pupil Referral Units (PRUs) in coverage
 - Section 1.4 - Only schools forum members representing maintained schools should now approve scheme changes
 - Section 3 – Clarification that place led funding is included in arrangements for payments by instalment
 - Section 3.1 - Clarification that top up payments should be made monthly unless otherwise agreed
 - Section 4.7 - Funding to support schools in financial difficulty can only come from a de-delegated contingency for mainstream schools, or a central budget for special schools and PRUs.
 - Section 5.5 - Clarification around bought in meals service, not centrally retained
 - Section 6 - Clarification that schools forum can agree de-delegation
 - Section 6.2.15 - Amended wording in relation to charging the school budget share if appropriate support has not been made for a High Need pupil
 - Section 8.1 - Restriction to existing commitments for redundancy / PRC payments and removal of reference to non-provision of LA services where funding has been provided to some schools only
 - Section 11.7 - Deletion of references to optional delegated funding
 - Section 12.4 - Removal of provision for LAs to retain centrally money for R&M of school kitchens where funding for school meals has not been delegated
 - Clarification that school detail budgets are no longer included in S251 collection
 - Restriction of termination of employment costs funded from central schools budget to value of previous year and existing commitments, clarity that contingency for schools in financial difficulty will need to be de-delegated
6. Maintained schools will be informed of the changes to Central Bedfordshire's Scheme for Financing Schools by way of tracked changes to the existing scheme available on the Schools website

Recommendation

7. To approve the DfE directed changes to Central Bedfordshire's Scheme for Financing Schools.

Appendices:

None

Meeting: Schools Forum
Date: 24th June 2013
Subject: School Finance Update
Report of: Deputy Chief Executive and Director of Children's Services
Summary: To update the Schools Forum on the Schools out-turn position for 2012/13.

Contact Officer: Dawn Hill, Technology House, Bedford

Public/Exempt: Public

Wards Affected: All

Function of: Council

Reason for urgency
(if appropriate)

RECOMMENDATIONS:

To note the Schools out-turn position for 2012/13.

Background

1. There were 98 Schools in Central Bedfordshire (excluding Academies) as at 31st March 2013 with a delegated budget of £95.041M.
2. The financial controls within which delegation works are set out in Central Bedfordshire Council's Financial Regulations for Schools in accordance with Section 48 of the Schools Standards and Framework Act (1998) and approved by the Secretary of State.
3. The LA may suspend a school's right to a delegated budget if the provisions of the Scheme have been substantially or persistently breached, or if the budget share has not been managed satisfactorily.
4. The Scheme (Section 4.9) permits schools to plan for a deficit budget with the normal maximum length of time over which schools may recover will be three years.
5. Unlicensed deficits are reported to the Department for Education as part of the School's Consistent Financial Reporting (CFR) return.
6. The Schools Forum at its meeting on 7th March 2011 resolved that there would be no 'balance control mechanism' from 2011/12 included in the Scheme for Financing Schools. However, it was agreed the LA will continue to monitor the reason for holding excessive surplus balances.

7. Section 151 of the Local Government Act 1972 states that every local authority make arrangements for the proper administration of their financial affairs, including the supervision of all systems and records used for accounting purposes relating to the finances of Central Bedfordshire Council. Schools are required to operate accounting systems in support of proper budget monitoring and control arrangements.
8. To assist the Section 151 Officer in exercising his duties under the Act, Schools are categorised into Red, Amber, and Green (RAG) ratings of risk. This process takes place twice a year in June following the financial year end and receipt of the current budget plan, and January, following the Schools completion of the year end forecast outturn.

Update

9. Maintained Schools balances as at 31st March 2013 were as follows:-

Sector	Revenue £		Capital £	
	2011/12	2012/13	2011/12	2012/13
Nursery (4)	543,885	527,608	30,758	57,996
Lower (81)	4,577,202	7,713,709	1,403,318	871,590
Middle (8)	1,319,196	1,714,500	332,026	132,209
Upper (2)	982,180	1,136,366	30,241	43,427
Special (3)	1,023,035	1,321,560	73,534	1,923
Total (98)	8,445,498	12,413,743	1,869,877	1,107,145

Revenue balances have increased £3.968M and Capital balances reduced £0.763M.

10. Earmarked reserves for 2012/13 will not be known until late June 2013 when schools complete their annual CFR return. The increase in revenue balances is believed to be due to 'in year' increases to Individual Schools Budgets (ISB) paid from unspent centrally held DSG (£1.779M) and preparation for the further changes and impacts of the School Funding Reforms.
11. All maintained schools with a delegated budget must demonstrate compliance with the Schools Financial Value Standard (SFVS) and complete an annual assessment. Chief Finance Officers are required to certify that schools within their remit have completed the SFVS and also confirm that systems are in place which gives adequate assurance over their standards of financial management and the regularity and propriety of their spending. For 2012/13 two secondary schools did not submit the SFVS returns due to issues within their own senior management arrangements.

Meeting: Schools Forum

Date: 24th June 2013

Subject: Outline Forward Programme

Report of: Deputy Chief Executive and Director of Children's Services

Summary: To provide an update on the likely programme for School Forum for 2013/14

Contact Officer: Dawn Hill, Technology House, Bedford

Public/Exempt: Public

Wards Affected: All

Function of: Council

RECOMMENDATIONS:

1. To note the programme.

Update

1. Set out in the table below are the likely agenda items for the Schools Forum for the 2013/14 Financial Year. The programme will need to be flexible, to respond to national and local policy issues and the actual timings of preparatory work, including that of any sub-groups.

	Sept	Nov	Jan	March	June
Dedicated School Grant	Yes	Yes	Yes	Yes	Yes
School Funding Arrangements	Yes	Yes	Yes		
Early Years Reference Group Report			Yes		
SEN Review			Yes		
Pupil Referral Unit			Yes		
School Finance Update	Yes		Yes		Yes
Scheme for Financing Schools			Yes		Yes
School Capital Programme				Yes	
School Contingency and Forum Budget	Yes	Yes	Yes	Yes	Yes

Sub-Groups

2. The Early Years Reference Group is already established as a sub-group to the Schools Forum on the Early Years Reforms.
3. The Schools Asset Management Planning sub group provides annually an update regarding Schools Capital and School Premises Regulations.

4. The 14 – 19 Partnership effectively acts as a sub-group for 14-19 funding decisions, in its strategic capacity within the authority and the Children's Trust.
5. A Technical Funding sub group has been working with officers on matters arising from the School Funding Reforms. The outcome of the review of 2013/14 School Funding Arrangements is expected early June 2013 and will impact the 2014/15 distribution. Members of the Technical Funding sub group will be requested to continue their work which will require meetings outside of the normal School Forum meetings, frequency of which yet to be determined.

Appendices:

None