

SCHOOLS FORUM - 9 NOVEMBER 2017

Title of paper:	CENTRAL EXPENDITURE BUDGET 2018/19 – Combined Services
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Summary

This report sets out the recommendations of the Schools Forum Sub Group (SFSG) on specific items of central expenditure for inclusion in the 2018/19 budget setting process.

This process is in accordance with the terms of reference of the SFSG which was presented to Schools Forum on 22 June 2017, as per **Appendix A** to ensure that Schools Forum can undertake the investigative work required to approve elements of the budget and that the Local Authority can achieve the Central Government deadlines.

The supporting documentation is attached as **Appendix B – E**.

Recommendation(s):

1	Approve the central expenditure associated with Combined Service - Family Support - Appendix B
2	Approve the central expenditure associated with Combined Service – Integrated Placements. Appendix C
3	Approve the central expenditure associated with Combined Service – Safeguarding Training Appendix D
4	Approve the central expenditure associated with Combined Service – Serving Vulnerable Children as set out in Appendix E
5	Approve the continued work undertaken by Service Managers to produce value for money statements each year outlining the educational impact of each service area.
6.	Require each Service Manager to work with their counterparts in each area to develop a cohesive and co-ordinated approach to improving Children’s Services

1 REASONS FOR RECOMMENDATIONS

- 1.1 On 11 September 2017 SFSG undertook a rigours review of Combined Services. The outcome of this review was for SF to approve this element of Central Expenditure for 2018/19 budget purposes.

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- 1.2 The process and detail of these reviews is contained within the attached appendices demonstrating a financial overview of the service, how the funding is allocated to the service and areas of delivery.

2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 The purpose of this paper is to gain the appropriate central expenditure approvals in order to progress the budget process.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 No other options are available as the recommendations align to the financial regulations issued by the DfE in relation to the allocation of DSG.

4 OUTCOMES/DELIVERABLES

- 4.1 To obtain an agreed 2018/19 Schools Budget, enabling updated schools budgets to be issued to schools within the statutory deadline of the 28 February 2018.

5 FINANCE COMMENTS (INCLUDING IMPLICATIONS AND VALUE FOR MONEY/VAT)

- 5.1 Any items not approved will not deliver a full year saving in 2018/19 due to the need to then consult with stakeholders and enter into a consultation process.

6 LEGAL AND PROCUREMENT COMMENTS (INCLUDING RISK MANAGEMENT ISSUES, AND LEGAL, CRIME AND DISORDER ACT AND PROCUREMENT IMPLICATIONS)

- 6.1 The current law in force in this area is the School and Early Years Finance (England) Regulations 2015. However, these regulations apply for the financial year starting 1 April 2016 only and are updated annually. The 2016 draft regulations have not yet been produced but on the basis that the substance of the regulations will not change, in relation to the matters which are the subject of this report, from the 2015 Regulations, this report seeks to address the requirements of those Regulations. However, it will be necessary to review these proposals once 2016 regulations have been produced

7 HR ISSUES

- 7.1 TBC

8 EQUALITY IMPACT ASSESSMENT

- 8.1 Has the equality impact of the proposals in this report been assessed?

No

x

An EIA is not required because this report is not proposing a new or changing service.

Yes

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9 LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION

9.1 N/A

10 PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

10.1 DfE - Schools and Early Years Financial Regulations 2015.

10.2 DfE – Children’s & Families Act 2014

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SCHOOLS FORUM - 22 JUNE 2017

Title of paper:	SCHOOLS FORUM SUB GROUP – TERMS OF REFERENCE & FUTURE WORK PROGRAMME
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Summary At the Schools Forum (SF) meeting on 23 February 2017 it was agreed that the Terms of Reference for a Schools Forum Sub Group (SFSG) would be established to formalise the requirements and membership of this group and a timetable of budget activity be presented for consideration by the Sub Group. This report sets out those requirements and membership.	
Recommendation(s):	
1	To approve the SFSG's Terms of Reference as set out in Appendix A .
2	To approve the membership of the SFSG for financial year 2017/18 detailed in paragraph 2.2.
3	To agree at least one further member of SF from the secondary sector for the SFSG.
4	To note the work programme in Appendix B for 2017/18 which has required 2 SFSG meetings in accordance with other activities to ensure a robust budget setting process.

1. REASONS FOR RECOMMENDATIONS

- 1.1 The recommendation will support the establishment and use of the SFSG on a more formal basis, undertaking the financial reviews required to support the development of school budgets. This group have no formal powers and are set up as a consultative group of the SF.

2. BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 During the last few years a number of financial issues have arisen which have required a more detailed discussion with SF e.g. the implementation of the National Funding Formula, and the use of the SFSG in these instances has enabled:
- a detailed analysis/discussion of these issues to be undertaken;
 - the ability to undertake detailed consultation regarding budget issues;
 - a more detailed understanding of the budget to be gained by SF members and

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- recommendations to be presented back to SF that have been agreed with their representatives. This prevents SF from having to undertake lengthy detailed operational discussions ensuring that SF time is focused at more strategic educational issues.

2.2 Based on the discussions at SF the 2017/18 SF members assigned to the SFSG will be:

- Sian Hampton – Head - Secondary sector and Chair of SFSG
- Judith Kemplay – Head - Primary Sector
- James Strawbridge – Governor Primary sector
- Janet Molyneux – Business Manager – Primary sector

The group will also include Local Authority Finance Officers and, where appropriate, either other officers or Head Teachers.

3. **OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS**

3.1 Not establishing a SFSG would prevent the detailed discussions required on certain budget issues to be undertaken.

4. **OUTCOMES/DELIVERABLES**

4.1 To ensure that SF have the assurance that challenge and understanding of decisions being taken at SF has been achieved.

5. **FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY)**

5.1 The formal establishment of the SFSG will enable detailed budget discussions to be undertaken with members of SF. This reduced group size will facilitate more robust discussions ensuring the budgets set support value for money.

5.2 **Appendix B** sets out a number of areas requiring SFSG focus for the financial year 2017/18 in the context of other internal and external deadlines/activities and the required dates of those meetings.

5.3 These discussions will ensure budget construction is developed in accordance with the latest Schools and Early Years Financial Regulations.

6. **RISK MANAGEMENT ISSUES (INCLUDING LEGAL IMPLICATIONS AND CRIME AND DISORDER ACT IMPLICATIONS)**

6.1 There are no legal implications arising from the content of this report.

7. **HR ISSUES**

7.1 None

8. **EQUALITY IMPACT ASSESSMENT**

8.1 An EIA is not needed as the report does not contain new or changing policies or proposals or financial decisions

9. **LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION**

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9.1 None

10. PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

10.1 Schools Forum – Central Expenditure Budget 2016/17 – 8 December 2016

10.2 Schools Forum – Central Expenditure Budget 2016/17 – 19 January 2017

10.3 DfE - Schools and Early Years Financial Regulations 2017.

Schools Forum Sub Group (SFSG) Terms of Reference

1 The role of the (SFSG) is:

- 1.1 To act as a consultative group on all financial matters relating to schools and any wider education issues referred to it by the Schools Forum (SF).

Financial matters include areas such as the school funding formula, benchmarking analysis, review of use of reserves and any other financial issues that may require consultation with the group on behalf of SF.

2 Appointment of SFSG:

- 2.1 The membership of SFSG will align to financial years and the budget cycle. The membership and Chair of the group will be agreed by SF and members can remain on the SFSG for consecutive terms.
- 2.1 The membership of the group will not exceed 6 and the representatives will need to cover Primary Maintained (if applicable), Primary Academy, Secondary Maintained (if applicable) and Secondary Academy.
- 2.2 Chair of Schools Forum will be Chair of the SFSG.

3 Meetings

- 3.1 Finance officers will arrange, attend and set the agendas in consultation with the Chair of SFSG. There will be meetings where the Finance Officers request the attendance of other Local Authority officers and Head Teachers which are deemed appropriate to facilitate discussions. This will be after consultation with the Chair of the SFSG.
- 3.2 The agenda and supporting papers will be issued at least 3 working days before the meeting. The purpose and outcomes required from the meeting will be made clear on the agenda to enable the meeting to be as efficient and effective as possible.
- 3.3 Members are required to accommodate the meetings to ensure a balanced discussion is undertaken. No substitutes will be required and meeting dates will be issued with at least 4 academic weeks notice however, there may be exceptional circumstances where this timeline is not achievable.
- 3.4 In a majority of cases the meetings will be no more than 2 hours.

Meeting Date		Requirement
22 June 2017	SF	<ul style="list-style-type: none"> • 2016/17 Outturn Report/Reserves update • Discussion on pupil growth principles for secondary schools. This is to obtain Schools Forums views on what they think secondary schools should be funded once the increase in pupils feeds through to secondary schools. A paper will then be brought to Schools Forum on 9 November 2017 amending the pupil growth criteria to include funding for secondary school expansions
W/C 10 th July 2017	Sub Group	<ul style="list-style-type: none"> • 1st Sub-group meeting laying out the proposed changes to the formula and ask for the sub-groups opinions on the proposals.
11 th September 2017	Sub Group	<ul style="list-style-type: none"> • Outcome of formula SG meeting. • ESG replacement funding – to include managers of services. • Central expenditure funding – to include managers of services.
15 September 2017	Gov	<ul style="list-style-type: none"> • Consultation document must be completed
18 September	Deadline	<ul style="list-style-type: none"> • Notify schools on Scene of the consultation and ask for responses by 13 October 2017
9 November 2017	SF	<ul style="list-style-type: none"> • De-delegation requests • ESG funding requests • Revision of the pupil growth criteria • Consult with Schools Forum on high needs places
7 December 2017	SF	<ul style="list-style-type: none"> • Proposed Formula changes 2018/19 report • Pupil Growth Contingency Fund request for 2018/19 • Central Expenditure requests
18 January 2018	SF	<ul style="list-style-type: none"> • Schools Budget Report 2018/19