



**NOTTINGHAM CITY COUNCIL**  
**SCHOOLS FORUM**

**Date:** Thursday, 18 June 2015

**Time:** 1.45 pm

**Place:** LB41 - Loxley House, Station Street, Nottingham, NG2 3NG

**Members are requested to attend the above meeting to transact the following business**

A handwritten signature in black ink, appearing to be 'P. Wye'.

**Acting Corporate Director for Resources**

**Governance Officer/Clerk to the Forum:** Phil Wye, Constitutional Services **Direct Dial:**  
0115 8764637

**AGENDA**

**Pages**

- |          |   |         |
|----------|---|---------|
| <b>1</b> | <b>APOLOGIES FOR ABSENCE</b>  |         |
| <b>2</b> | <b>DECLARATIONS OF INTEREST</b>   |         |
| <b>3</b> | <b>MINUTES OF THE LAST MEETING</b><br>Last meeting held on 23 April 2015 (for confirmation)                               | 3 - 8   |
| <b>4</b> | <b>SCHOOL ORGANISATION UPDATES</b><br>Verbal updates by Jonny Kirk, Service Manager, Access to Learning                   |         |
| <b>a</b> | <b>PUPIL GROWTH CONTINGENCY FUND</b>  | 9 - 12  |
| <b>b</b> | <b>PUPIL PROJECTIONS AND EXPANSION PROGRAMMES</b>   |         |
| <b>5</b> | <b>ALLOCATION OF ICT FUNDING TO SCHOOL EXPANSION PROJECTS</b><br>Report of the Corporate Director for Children and Adults | 13 - 26 |
| <b>6</b> | <b>FREE SCHOOL MEALS UPDATE</b><br>Report of the Corporate Director for Children and Adults                               | 27 - 34 |
| <b>7</b> | <b>2014/15 DEDICATED SCHOOLS GRANT - OUTTURN REPORT</b>   | 35 - 56 |

**8 WORK PROGRAMME**

57 - 58

**9 MEETING DATES FOR THE 2015-16 ACADEMIC YEAR**

To consider meeting on the following Thursdays at 1.45pm:

2015: 24 September, 5 November, 17 December

2016: 21 January, 25 February, 21 April, 21 July

IF YOU NEED ANY ADVICE ON DECLARING AN INTEREST IN ANY ITEM ON THE AGENDA, PLEASE CONTACT THE GOVERNANCE OFFICER/CLERK TO THE FORUM SHOWN ABOVE, IF POSSIBLE BEFORE THE DAY OF THE MEETING

CITIZENS ATTENDING MEETINGS ARE ASKED TO ARRIVE AT LEAST 15 MINUTES BEFORE THE START OF THE MEETING TO BE ISSUED WITH VISITOR BADGES

CITIZENS ARE ADVISED THAT THIS MEETING MAY BE RECORDED BY MEMBERS OF THE PUBLIC. ANY RECORDING OR REPORTING ON THIS MEETING SHOULD TAKE PLACE IN ACCORDANCE WITH THE COUNCIL'S POLICY ON RECORDING AND REPORTING ON PUBLIC MEETINGS, WHICH IS AVAILABLE AT [WWW.NOTTINGHAMCITY.GOV.UK](http://WWW.NOTTINGHAMCITY.GOV.UK). INDIVIDUALS INTENDING TO RECORD THE MEETING ARE ASKED TO NOTIFY THE GOVERNANCE OFFICER/CLERK TO THE FORUM SHOWN ABOVE IN ADVANCE.

**NOTTINGHAM CITY COUNCIL**

**SCHOOLS FORUM**

**MINUTES of the meeting held at Loxley House on 23 April 2015 from 1.48pm - 3.27pm**

**Membership**

Present

Susi Artis  
Mark Precious (Chair)  
Caroline Caille  
Sally Coulton  
Carole Fearria  
Terry Smith  
Paul Halcro  
Andy Jenkins  
Chris Manze  
Judith Kemplay  
Janet Molyneux  
James Strawbridge  
Tracey Ydlibi

Absent

Bev Angell  
Carol Barker  
Sian Hampton  
Gary Holmes  
Richard Matthews  
Wendy Vincent

**Substitutes**

Andy Seymour (for Sian Hampton)  
Charlotte Malik (for Carol Barker)

**Colleagues, partners and others in attendance:**

Alistair Conquer	- Head of Education Partnerships
Pat Fielding	- Director of Education
Julia Holmes	- Finance Analyst, Children and Adults
Lucy Juby	- Project Manager, School Organisation
Ceri Walters	- Finance Business Partner, Children and Adults
Councillor Sam Webster	- Executive Assistant
Laura Wilson	- Governance Officer
Phil Wye	- Governance Officer

**39 APOLOGIES FOR ABSENCE**

Bev Angell (The Nottingham Nursery)  
Carol Barker (Special Schools)  
Sian Hampton (Secondary Academies)  
Gary Holmes (Early Years PVI)  
Richard Matthews (Maintained Primary Schools)

**40 DECLARATIONS OF INTERESTS**

None.

#### **41 MINUTES OF THE LAST MEETING**

The Forum confirmed the minutes of the meeting held on 12 February 2015 as a correct record and they were signed by the chair. The following items were discussed:

- (a) in relation to minute 36 (2), Alistair Conquer, Head of Education Partnerships, explained that the report has been written but needs further advice from finance before being presented to the Forum;
- (b) in relation to minute 37 (2), it has been confirmed that the Trade Union representative will be able to attend meetings of the Schools Forum Sub-Group;
- (c) in relation to minute 38 (d), the Finance Business Partner, Children and Adults will give an update at the next meeting on work to reduce the impact of eligibility of free school meals on the Pupil Premium.

#### **42 WORK PROGRAMME**

The work programme for the June meeting of the Forum was noted. During the course of the Forum the following additional items were proposed and accepted:

- (a) update from the Finance Business Partner, Children and Adults, on work being done to reduce the impact of Free School Meals on the Pupil Premium;
- (b) presentation from the City School Catering Service.

#### **43 REVISED MEMBERSHIP AND CONSTITUTION FOR NOTTINGHAM CITY SCHOOLS' FORUM**

Alistair Conquer, Head of Education Partnerships, welcomed Chris Manze and Tracey Ydlibi as new members of the Schools' Forum following new guidance from the Education Funding Agency.

#### **RESOLVED to:**

- (1) note the appointment of Chris Manze from Stone Soup Academy as the AP Academy representative;**
- (2) note the appointment of Tracey Ydlibi from Nethergate School as the Apecial Academy representative;**
- (3) note the new consultation roles of the Schools' Forum as detailed in paragraph 1.3 of the report.**

#### **44 UPDATE ON THE PUPIL GROWTH CONTINGENCY FUND**

Lucy Juby, Project Manager, School Organisation, gave a verbal update on the Pupil Growth Contingency Fund, highlighting the following points:

- (a) the total remaining balance for 2014/15 is £98,933. The only changes since the last forum are for Glenbrook Primary and Nottingham Academy;
- (b) the total remaining balance for 2015/16 is £91,358. A number of schools have been added since the last report in December 2014 as they will be taking additional pupils;
- (c) 100% of parents who applied on-time for a reception place for 2015/16 have been offered a school. High demand and pressure still exists in some areas but the overall picture has improved on previous years;
- (d) possible expansion of Fernwood Primary is being investigated, though this needs to be consulted on.

Forum members felt that the information was helpful, however more information could be provided on the possible impact of rising pupil numbers on secondary provision.

**RESOLVED for Lucy Juby to return to the next forum with a more extensive report including an update on work being done across the city to address the likely impact of rising pupil numbers on secondary schools.**

#### **45 STATUTORY SCHOOL RESERVE UPDATE**

Ceri Walters, Finance Business Partner, Children and Adults, presented her report on the Statutory Schools Reserve (SSR), highlighting the following points:

- (a) the report includes all commitments approved by the Schools' Forum to date;
- (b) the uncommitted balance of the SSR is £5.747m. This figure may still change before the outturn report at the next forum in June;
- (c) the balance represents 2.47% of the 2015/16 Dedicated Schools' Grant (DSG) allocation, which is in line with the Local Authority's recommendations;
- (d) the total potential risk to the reserve is identified as £0.818m, which is made up from the following:
  - academy DSG recoupment;
  - deficit balances for sponsored academy conversions;
- (e) the figure for the risk is much lower than the previous figure of £3.916m. This reduction is due to the removal of the following from the risk register:
  - academy DSG recoupment;
  - Children & Families bill;
  - higher needs inter authority recoupment;
  - extension of Free School Meals (FSM).

The following comments were made during the discussion:

- (f) some schools that use the City School Catering Service have not been receiving the additional funds that they understood they would receive with the extension of FSM. A presentation from the City School Catering Service would be helpful to update the Forum on this.
- (g) if any further risks are identified during the year, a new risk assessment will be made;

**RESOLVED to**

- (1) note the total value of the SSR as at 1 April 2014 was £12.781m;**
- (2) note the latest commitments against this balance are £7.034m;**
- (3) note the latest uncommitted balance of the SSR is £5.747m;**
- (4) note the values identified in the risk register are £0.818m;**
- (5) agree for the City School Catering Service to give a presentation at the next forum in June regarding their service.**

**46 ENHANCING CAPACITY**

Pat Fielding, Director of Education, presented his report requesting £0.061m from the SSR to fund 200 days of activity from the Consultant Support Team. He highlighted the following points:

- (a) the Consultant Support Team is now a traded service, and their time must be bought back. Their time is increasingly used up by neighbouring authorities. This is regrettable as the team is a high quality resource which has developed expertise over time within the city;
- (b) the team's service will be offered to all schools, including academies, high performing schools and special schools.

The following comments were made in the discussion following the presentation:

- (c) the consultants do fantastic work and they have a local context which adds value to their advice;
- (d) buying back the consultants' hours is a good short term solution to raise standards, but may not provide value for money in the longer term.

**RESOLVED to**

- (1) assign £0.061m from the SSR in 2015/16 to support specific work required to enhance and deepen the support and challenge provided in relation to securing improvements in the effectiveness of city schools and academies;**
- (2) request an end-of-year update to monitor the effectiveness of this work.**

#### **47 STRATEGIC ALLIANCE - ACTIVITY FUNDING**

Pat Fielding, Director of Education, presented his report requesting £0.600m from the SSR to develop a citywide strategic alliance and fund focussed improvement activities, highlighting the following:

- (a) the City Council has already agreed to match fund £0.600 to this project;
- (b) the project is influenced by the London Challenge which has been hugely successful in improving outcomes for children in inner London by encouraging collaboration of a wide range of practitioners and schools;
- (c) the Nottingham project will be appropriate to local circumstances and will be led by a strategic alliance of local practitioners and not by the local authority;
- (d) consultation has already been taken out with various schools and organisations and there has been lots of interest in participation;
- (e) in the first instance the key focus of the alliance will be upon developing world class and cutting edge teaching and learning in mathematics, and will focus on all ages of children from early years foundation stage to key stage 4;

The following comments were made in the discussion which followed:

- (f) the project could help to spread specialist provision and knowledge more evenly around the city so that it is available in all areas;
- (g) the money should be used to identify more streamlined, efficient ways of working as the extra capacity does not currently exist within schools;
- (h) it will be positive to re-establish an educational community in Nottingham, and this project should provide an opportunity to show that Nottingham takes education seriously.

#### **RESOLVED to**

- (1) approve the allocation of £0.600 from the SSR in 2015/16 to develop a citywide strategic alliance and fund focussed improvement activities;**
- (2) agree to receive a further update report identifying spending streams and their impacts.**

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## Update on pupil growth contingency fund 2015/16 – Schools’ Forum (June)

School	Category	June 2015 figure	Comments
Fernwood Primary	Bulge year (staffing / utilities)	38,716	
Fernwood Primary	Bulge year (classrooms)	8,000	
Huntingdon Academy	Bulge year (staffing / utilities)	38,716	
Huntingdon Academy	Bulge year (classrooms)	8,000	
Middleton Primary	Bulge year (staffing)	17,824	Added since April '15
Westglade	Bulge year (staffing / utilities)	38,716	
Westglade	Bulge year (classrooms)	8,000	
Fernwood Nursery	Classrooms	16,000	
Glenbrook	Classrooms	8,000	
Heathfield	Classrooms	48,000	
Riverside	Classrooms	8,000	
Rosslyn Park	Classrooms	16,000	
Rufford	Classrooms	8,000	
South Wilford	Classrooms	8,000	

Summary – June 2015	
15/16 fund	1,046,936
14/15 C/F balance	98,933
<b>TOTAL FUND</b>	<b>1,145,869</b>
Bulge year	157,972
Classroom set up	112,000
Increased pupil numbers	27,654
Late admissions	0
Planned expansion	810,709
<b>Current total spend</b>	<b>1,108,335</b>
<b>Remaining balance</b>	<b>37,534</b>

Whitemoor	Increased pupil numbers	27,654	
Blue Bell Hill	Expansion	38,716	
Blue Bell Hill	Expansion	27,654	
Bluecoat Primary	Expansion	68,630	Increased by £16k from £52,630 as already committed in Forum report.
Djanogly Northgate	Expansion	38,716	
Djanogly Northgate	Expansion	27,654	
Djanogly Northgate	Expansion (Schools Forum paper)	103,000	
Dunkirk	Expansion	38,716	
Fernwood Nursery	Expansion - new Nursery - staff costs	50,185	
Forest Fields	Expansion	38,716	
Glenbrook	Expansion	38,716	
Glenbrook	Expansion	55,308	
Heathfield Nursery	Expansion – new Nursery – staff costs	20,000	Added since April '15. To fund shortfall in Early Years funding.
Nottingham Academy	Expansion	27,654	
Riverside	Expansion	38,716	
Riverside	Expansion	27,654	
Rossllyn Park	Expansion	22,904	
Rossllyn Park	Expansion	38,716	

Rufford	Expansion	28,442	
South Wilford	Expansion	14,242	
Sycamore	Expansion	38,716	
Sycamore	Expansion	27,654	
<b>TOTAL SPEND</b>		<b>1,108,335</b>	

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**SCHOOLS FORUM - 18th June 2015**

<b>Title of paper:</b>	Allocation of ICT funding to school expansion projects
<b>Director(s)/ Corporate Director(s):</b>	Alison Michalska, Corporate Director for Children and Adults
<b>Report author(s) and contact details:</b>	Robert Caswell Email: <a href="mailto:Robert.caswell@nottinghamcity.gov.uk">Robert.caswell@nottinghamcity.gov.uk</a> Tel: 0115 8763408
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<b>Summary</b>	
<p>Funding of £0.275m had been allocated towards ICT costs for the Building Schools for the Future (BSF) Wave 5 schemes. The funding approved was a provisional sum with £0.025m set aside in 2013/14 and £0.250m set aside in 2014/15.</p> <p>This funding is no longer required and the proposal is to reallocate the funding towards ICT costs for expanding schools within the City to cover infrastructure, hardware and ICT kit costs.</p>	
<b>Recommendation(s):</b>	
<b>1</b>	To <b>approve</b> the reallocation of £0.245m of the £0.275m BSF ICT funding to each of the expanding schools identified in Appendix B.
<b>2</b>	To <b>approve</b> a contingency of £0.030m to be set aside to fund any future school expansion schemes where ICT might be required and delegate responsibility for allocating the contingency to the Major Programmes Team.

**1. REASONS FOR RECOMMENDATIONS**

- 1.1 There is £0.275m in funding set aside by Schools Forum to support the ICT element of the Wave 5 BSF programme that remains unspent. As budget pressure and the urgent requirement for primary school places increases, project budgets are unable to sustain the previous level of investment in ICT infrastructure, hardware and resources for school expansions. It is proposed that where funding set aside for ICT resources set aside for the BSF programme is no longer required, that it be reallocated towards school expansion projects where additional ICT funding is necessary to support the effective operation of City schools.

- 1.2 It is proposed that any funding remaining unspent be kept as a contingency towards future school expansion projects. Based on the proposed allocation in Appendix B, this will leave a contingency £0.030m.

## **2. BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)**

- 2.1 In March 2012, Schools Forum agreed to set aside £0.275m in funding to support the ICT element of the BSF programme. The remit of the BSF programme was the transformation of learning and the Department for Education allocated funding towards ICT. This funding was to be a provisional sum set aside to cover the outcome of an options appraisal looking at BSF ICT managed services should it be required. Fortunately, the team were able to deliver the BSF ICT requirements within the project budgets and this funding was not utilised.
- 2.2 Nottingham City Council is experiencing an increase in the number of primary school children within the City. The Council has a statutory duty to provide school places. Currently the demand for primary places exceeds those available and the City Council is expanding primary schools to cope with the increased need.
- 2.3 The capital funding for school expansions focuses on providing the required teaching and ancillary areas in the building and any required play areas outside the building. Where funding permits, some ICT infrastructure is included, however pressure on capital budgets has meant that there has been a reduction in the scope of any ICT works. This has meant that in recent projects, the school have been required to find funding for essential items including telephony kit, ICT hardware and ICT resources for children and staff.
- 2.4 Schools Forum supports schools that are expanding by allocating funding towards Furniture, Fittings and Equipment (FF&E) where schools require, using a broad figure of £8,000 per new classroom. This funding is primarily used by schools to buy furniture, interactive whiteboards and resources and does not stretch to cover other ICT equipment that might be required such as wireless access points, laptops or laptop trolleys. It is proposed that each school be allocated £50 per new pupil to cover the cost of additional resources for children and staff and to purchase any wireless access points or other hardware required.
- 2.5 Where new schools are being constructed, the need is more severe. The ICT infrastructure currently offered in the three new primaries (Heathfield, Nottingham Academy and Bluecoat) is minimal and does not include the telephony systems, cabinets or switches required to ensure the schools are operational when they are handed over. This means that the schools will be required to source substantial funding independently or have a school where there is no or limited ICT and telephony available. It is proposed that an additional £115 per new pupil be allocated to each new school. This funding will cover the cost of telephony systems, ICT hardware and infrastructure required to ensure the school can operate effectively.
- 2.4 It is proposed to allocate the funding directly to schools to enable them to procure ICT resources independently. Schools may approach Schools IT for support or procure from the market. They will be advised to follow financial regulations and ensure best value for money. In order to ensure the funding is being used effectively, schools will be asked to submit invoices showing ICT costs before the funding is released. Where necessary, some funding may be released earlier to facilitate cash flow and schools

will be required to demonstrate with invoices that all monies have been spent and any underspend will be reclaimed by the Local Authority.

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

- 3.1 An alternative option would be to fund the ICT from the project budgets. Where the projects are already being delivered, there is insufficient funding available to provide this funding to schools. For new projects, this would require an increase in the capital funding allocation given to schools. This was not considered as an option as there is already significant pressure on the capital budget for school expansions.
- 3.2 If the available funding is not reallocated, it will remain unspent. As this funding was set aside to support ICT, it is reasonable to reallocate this towards expansion projects so this option was not considered.

### **4. OUTCOMES/DELIVERABLES**

- 4.1 Please refer to Appendix B where the funding allocations per school are set out. The school will be able to determine how the funding is spent, subject to approval by the Major Programmes team. A report showing how the funding has been spent will be submitted to the Schools Forum before the end of the financial year 2015/16.

### **5. FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY/VAT)**

- 5.1 As outlined in 1.1 this report seeks Schools Forum approval to reallocate £0.275m of the Dedicated Schools Grant previously approved to fund BSF ICT costs in schools.
- 5.2 On 29 March 2012 Schools Forum approved the allocation of £0.707m to fund BSF Wave 5 priorities. Appendix A details a breakdown of how the funding was allocated. Funding of £0.025m was set aside in 2013/14 and £0.250m was set aside in 2014/15 for ICT services to schools.
- 5.3 This report seeks Schools Forum approval to reallocate the £0.275m to be used for ICT infrastructure, hardware and ICT kit costs in expanding schools. This funding has not been previously spent due to the BSF ICT costs being met by the capital project allocations.
- 5.4 At the end of the financial year 2014/15 the BSF Wave 5 budget was underspent by £0.740m. Contained within this surplus balance is £0.275m for ICT Services to schools. Therefore, this proposal would not require additional funding from the Statutory School Reserve (SSR) as the required funding is already included in the 2014/15 year end closing balance. The £0.740m will be carried forward into 2015/16.
- 5.5 If approved this funding would be used fund ICT in both maintained schools and academies that have expanded. Appendix B details the proposed funding allocations in 2015/16. Currently, there is £0.245m committed and £0.030m is set aside in a contingency.
- 5.6 Expanding schools would be allocated funding based on whether or not they were a new school or an expansion as set out in the report.
- 5.7 Paragraph 2.4 also states that if approval is given by Schools Forum, before funding is released, schools would be expected to demonstrate how value for money will be

achieved. The Major Programmes Team will then decide if they feel value for money will be achieved and then release the funding.

- 5.8 Any unspent monies delegated to schools will need to be returned to the Local Authority and will be added back into the contingency for reallocation by the Major Programmes Team to reallocate.
- 5.9 The £0.275m would continue to be reported as CERA (Capital Expenditure from the Revenue Account) on the s251 statement as it would still be being used to fund capital ICT costs.

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

### **Legal Implications**

- 6.1 The budgetary framework for the financing of maintained schools is contained in Chapter IV of Part II of the School Standards and Framework Act 1998 (SSFA). This chapter of the SSFA includes sections 45A (determination of specified budgets of a local authority) and 47A (the duty on a local authority to establish a Schools Forum for its area).
- 6.2 Section 45A(2) of the SSFA states that for the purposes of Part II of the SSFA, a local authority's "schools budget" for a funding period is the amount appropriated by the authority for meeting all education expenditure by the authority in that period of a class or description prescribed for the purposes of this subsection (which may include expenditure incurred otherwise than in respect of schools). Section 45A(2A) of the SSFA states the amount referred to in subsection (2) includes the amount of any grant which is appropriated, for meeting the expenditure mentioned in that subsection, in accordance with a condition which:
  - (a) is imposed under section 16 of the Education Act 2002 (terms on which assistance under section 14 of that Act is given) or any other enactment, and;
  - (b) requires that the grant be applied as part of the authority's schools budget for the funding period.
- 6.3 This means that the designated schools grant (DSG), which is paid to local authorities under section 14 of the Education Act 2002 (EA2002) essentially on condition imposed by the Secretary of State under section 16 of the EA2002 that it is applied as part of an authority's schools budget for the funding period, is part of the schools budget. Indeed, the DSG is the main source of income for the schools budget (Education Funding Agency ("EFA") guidance *Dedicated schools grant Conditions of grant 2015 to 2016* (December 2014), paragraph 2). Local authorities can add to the schools budget from local sources of income (*ibid*, paragraph 4).
- 6.4 The detail is prescribed by regulations. The current regulations are the School and Early Years Finance (England) Regulations 2014, SI 2014/3352 (SEYFR).
- 6.5 Amongst other things, regulation 1 of SEYFR states the following:-
  - (4) In these Regulations—



...

“1996 Act” means the Education Act 1996;

...

“2003 Act” means the Local Government Act 2003;

...

“2013 Regulations” means the School and Early Years Finance (England) Regulations 2013;

...

“capital expenditure” means expenditure of a local authority which falls to be capitalised in accordance with proper accounting practices, or expenditure treated as capital expenditure by virtue of any regulations or directions made under section 16 of the 2003 Act;

...

“CERA” means capital expenditure which a local authority expects to charge to a revenue account of the authority within the meaning of section 22 of the 2003 Act;

6.6 Amongst other things, regulation 8 of SEYFR states the following:-

(5) A local authority must not deduct the expenditure referred to in Schedule 2 (other than expenditure referred to in paragraph 12 (expenditure on licences) and Part 4 (Children and Young People with High Needs) of Schedule 2) without authorisation from its schools forum under regulation 12(1), or from the Secretary of State under regulation 12(3).

6.7 Amongst other things, regulation 12 of SEYFR states the following:-

(1) On the application of a local authority, its schools forum may authorise—

...

(b) the making of deductions from the authority's schools budget of expenditure under regulation 8(5);

6.8 Schedule 2 to SEYFR sets out the following expenditure relevant to this report:-

**3**

CERA incurred for purposes not falling within any other paragraph of this Schedule or Schedule 1.

...

**5**

Any deductions under any of paragraphs 1, 2, 3, 4(a), 4(b), 4(c), 4(d) and 4(e) must not exceed the amount deducted under each of the corresponding paragraphs of Part 1 of Schedule 2 to the 2013 Regulations for the previous funding period.

...

## 8

Expenditure 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 its area.

- 6.9 Therefore, the expenditure proposed here is potentially expenditure to be made from the schools budget for Nottingham City Council (NCC) and NCC's DSG at that. It is DSG money that Nottingham City Schools Forum previously set aside for BSF purposes, but is no longer needed for those purposes. This is subject to two provisos.
- 6.10 Firstly, this is provided that the money remains NCC's to use, which it should be provided it is spent as DSG money in accordance with SEYFR.
- 6.11 Secondly, and further to the first point, if the money is to be spent in the way proposed in this report that it is either spent as CERA as defined by SEYFR and in accordance with SEYFR, or it is spent due to a significant growth in pupil numbers as a result of NCC'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 its area. That last point is particularly important where it is envisaged that any such expenditure would be made to assist the expansion of an Academy since any expenditure of NCC's schools budget on an Academy without a clear legal duty or power enabling NCC to do so would be unlawful. The background section to this report sets out that a significant growth in pupil numbers means that section 13(1) of the 1996 Act is potentially engaged here and the proposed expenditure would be lawful on that basis alone.
- 6.12 Lastly as expenditure caught by Schedule 2 to SEYFR, regulation 8(5) of SEYFR requires NCC to seek the approval of Nottingham City Schools Forum under regulation 12(1)(b) of SEYFR for the expenditure referred to in this report, hence this report.

## 7. HR ISSUES

7.1 None.

## 8. EQUALITY IMPACT ASSESSMENT

Has the equality impact been assessed?

Not needed (report does not contain proposals or financial decisions)

No

Yes – Equality Impact Assessment attached

Due regard should be given to the equality implications identified in the EIA.

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

9.1 None.

**10. PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT**

10.1 Schools' Forum report 29 March 2012: Building Schools for the Future – Wave 5 allocations from 2012/13.

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## APPENDIX A

<b>Table 1: Building Schools For The Future Wave 5 Funding</b>				
<b>Priority</b>	<b>2012/13 £m</b>	<b>2013/14 £m</b>	<b>2014/15 £m</b>	<b>Ongoing £m</b>
School Accessibility	0.200	0.200	0.200	0.200
School Health and Safety and Condition	0.487	0.482	0.257	0.507
ICT Options Appraisal	0.020	0	0	0
ICT Services to Schools (provisional)	0	<b><u>0.025</u></b>	<b><u>0.250</u></b>	0
<b>Total</b>	<b>0.707</b>	<b>0.707</b>	<b>0.707</b>	<b>0.707</b>

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## Proposed ICT funding allocation

School	Number of increased pupils	ICT funding allocation for	Proposed allocation at lower rate of £50 per pupil	Proposed allocation higher rate of £115 per pupil	Total allocation per pupil
Heathfield Primary	472	Telephony, hardware, infrastructure, children and staff resources (new school)	£23,600.00	£54,280.00	£77,880.00
Bluecoat Primary	450	Telephony, hardware, infrastructure, children and staff resources (new school)	£22,500.00	£51,750.00	£74,250.00
Nottingham Academy	420	Telephony, hardware, infrastructure, children and staff resources (new school)	£21,000.00	£48,300.00	£69,300.00
Mellers Primary	210	Hardware: wireless access points, switches, patches and other hardware/ resources as required (expansion)	£10,500.00		£10,500.00
South Wilford Primary	90	Hardware: wireless access points, switches, patches and other hardware/ resources as required (expansion)	£4,500.00		£4,500.00
Fernwood Nursery	52	Hardware: wireless access points, switches, patches and other hardware/ resources as required (expansion)	£2,600.00		£2,600.00
Rosslyn Primary	120	Hardware: wireless access points, switches, patches and other hardware/ resources as required (expansion)	£6,000.00		£6,000.00
<b>Total number of increased pupils</b>	<b>1814</b>		<b>Total funding allocation</b>		<b>£245,030.00</b>
			<b>Contingency</b>		<b>£29,970.00</b>

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## Equality Impact Assessment Form (Page 1 of 2)

**Title of EIA/ DDM:** Allocation of ICT funding to school expansion projects

**Name of Author:** Robert Caswell

**Department:** Development

**Service Area:** Major Programmes

**Author (assigned to Covalent):** N/A

**Director:** Alison Michalska

**Strategic Budget EIA** Y/N (please underline)

**Brief description of proposal / policy / service being assessed:**

ICT funding to support schools who are expanding to purchase essential hardware and resources so that the school can operate effectively.

**Information used to analyse the effects on equality:**

Consultation with Schools IT department, schools and previous experience from similar projects.

Page 25

	<b>Could particularly benefit X</b>	<b>May adversely impact X</b>	<b>How different groups could be affected (Summary of impacts)</b>	<b>Details of actions to reduce negative or increase positive impact (or why action isn't possible)</b>
People from different ethnic groups.	<input type="checkbox"/>	<input type="checkbox"/>	Providing additional funding to invest in ICT will benefit those children who attend the schools receiving funding ensuring they have fair access to ICT systems suitable to meet their individual learning needs	School staff will review and monitor the effectiveness of ICT resources and address any issues.
Men	<input type="checkbox"/>	<input type="checkbox"/>		
Women	<input type="checkbox"/>	<input type="checkbox"/>		
Trans	<input type="checkbox"/>	<input type="checkbox"/>		
Disabled people or carers.	<input type="checkbox"/>	<input type="checkbox"/>		
Pregnancy/ Maternity	<input type="checkbox"/>	<input type="checkbox"/>		
People of different faiths/ beliefs and those with none.	<input type="checkbox"/>	<input type="checkbox"/>		
Lesbian, gay or bisexual people.	<input type="checkbox"/>	<input type="checkbox"/>		
Older	<input type="checkbox"/>	<input type="checkbox"/>		
Younger	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Other (e.g. marriage/ civil partnership, looked after children, cohesion/ good relations, vulnerable children/ adults).	<input type="checkbox"/>	<input type="checkbox"/>		
<p><b><i>Please underline the group(s) /issue more adversely affected or which benefits.</i></b></p>				

**Outcome(s) of equality impact assessment:**

- No major change needed  •Adjust the policy/proposal  •Adverse impact but continue
- Stop and remove the policy/proposal

**Arrangements for future monitoring of equality impact of this proposal / policy / service:**

Schools who receive the funding will be required to propose how the funding will be spent and demonstrate that they are meeting the needs of all pupils. Schools will continue to monitor the effectiveness of their ICT strategy from an equality perspective in line with other monitoring processes.

**Approved by (manager signature):**

Robert Caswell

Tel: 0115 8763408

Email: Robert.caswell@nottinghamcity.gov.uk

**Date sent to equality team for publishing:**

28/05/15

Send document or link to:

equalityanddiversityteam@nottinghamcity.gov.uk

**SCHOOLS FORUM - 18 JUNE 2015**

<b>Title of paper:</b>	<b>FREE SCHOOL MEALS UPDATE</b>
<b>Director(s)/ Corporate Director(s):</b>	Alison Michalska, Corporate Director for Children and Adults Geoff Walker, Chief Finance Officer
<b>Report author(s) and contact details:</b>	Ceri Walters, acting Head of Departmental Finance Support 01158 764 128 <a href="mailto:ceri.walters@nottinghamcity.gov.uk">ceri.walters@nottinghamcity.gov.uk</a>
<b>Other colleagues who have provided input:</b>	
<b>Summary</b> This report provides a brief overview of the current processes in place to ensure Nottingham's schools are maximising their Pupil Premium funding even if those pupils are entitled to Universal Free School Meals (UFSM).	
<b>Recommendation(s):</b>	
<b>1</b>	Note the impact that pupils not registering for Free School Meals (FSM) could have on the allocation of funding to schools as set out in Section 2.1 – 2.3.
<b>2</b>	Note the actions undertaken, as per Section 2.4, to ensure the process of identifying pupils eligible for Pupil Premium funding is complete.
<b>3</b>	Note how the reduced number of pupils registering for FSM impacted on the budget setting process in 2015/16, as per section 5.

**1. REASONS FOR RECOMMENDATIONS**

1.1 To ensure Schools Forum understand the update provided in this report.

**2. BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)**

2.1 From September 2014 new legislation was implemented entitling all children in Reception and Years 1 and 2 in state funded schools in England to be eligible for UFSM.

A number of these pupils are also eligible for Pupil Premium funding which in 2015/16 is £1,320 per child per year. This funding is allocated directly to the school and incorporates specific conditions of spend. It is based on the 'Ever 6' basis which takes 6 year averages for funding purposes.

2.2 Before the implementation of UFSM it was the responsibility of the schools to ensure that parents completed the forms to ensure that Pupil Premium was allocated appropriately. Those eligible received FSM. The funding is then allocated to schools based on a 6 year average and is called 'Ever 6'.

2.3 Since the implementation of UFSM the number of children registered as being eligible for Pupil Premium has reduced. Although this will not directly impact on Pupil Premium funding in 2015/16 continued under registration will affect the formula that it is allocated on in subsequent years.

2.4 Mitigation of this issue has been undertaken by the following activities:

- Created a new Universal Primary Pupil benefits registration form, see **Appendix 1**.

This new form was publicised in SCENE on 5 May 2015 and has been discussed at the recent meetings with School/Academy Business Managers in April/May 2015.

- Encouraging schools to circulate it to all parents for completion. (Schools are then asked to filter out the forms where the income threshold is exceeded and eligibility will not therefore be met).

It is hoped that this approach of asking for information from all parents will help identify some families that would be eligible, but have not sought to register for FSM particularly following the introduction of the UFSM's.

- This new form will also be used for eligibility checking of the new Early Years Pupil Premium, as well as for FSM, main school Pupil Premium and School Clothing Allowance.
- Target date for the return of forms to Pupil Benefits was May half term; as at that time only batches of forms had been received from 28 of 74 primary schools.

Reminder e-mails have been sent to those schools who have missed the date.

- Over 1,000 eligibility checks have been completed in the last month since the introduction of the new form, although a large number of these relate to claims that were already live.
- At the end of the Summer Term Pupil Benefits will undertake some data matching to other benefits system information to try to identify if there are any eligible pupils that have been missed.
- October 2015 census data will be used to identify if the trend in reductions of FSM eligible pupils has been reversed, as a result of the above action.

2.5 This process does not contravene any Data Protection Act.

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

3.1 No other options were considered as part of this report.

### **4. OUTCOMES/DELIVERABLES**

4.1 To provide Schools Forum with the actions undertaken by Nottingham City Council and required by schools to ensure that Nottingham receives the correct amount of Pupil Premium Funding.

### **5. FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY/VAT)**

5.1 The impact of not recording pupils eligible for FSM not only impacts on the value of Pupil Premium received but also on how the Dedicated Schools Grant (DSG) is allocated.

DSG is allocated to schools on factors; one of those factors is Free Schools Meals.

5.2 In the 2015/16 budget process there was a reduced number of children registered for FSM on the October 2014 census. This reduction would have resulted in a reduced amount of funding being allocated to schools however, due to the Minimum Funding Guarantee (MFG) principle; schools only lost a maximum of 1.5% of any impact.

5.3 The balance managed through the MFG was c. £0.5m. The MFG is a principle set by the Department for Education.

5.4 If the number of pupils registering for FSM returns to normal levels by the October 2015 census consideration will need to be given for this movement in the 2016/17 budget setting process.

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

6.1 Not applicable

**7. HR ISSUES**

7.1 Not applicable

**8. EQUALITY IMPACT ASSESSMENT**

Has the equality impact been assessed?

Not needed (report does not contain proposals or financial decisions)

x

No

Yes – Equality Impact Assessment attached

Due regard should be given to the equality implications identified in the EIA.

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

9.1 Not applicable

**10. PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT**

10.1 Not applicable

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# Parent registration form - Free school meals, Pupil Premium/EY Pupil Premium and School Clothing Allowance

We need information about you and your child, so that we can provide them with the best education and support and ensure the school receives all the government funding to which it is entitled. Please complete this form in black or blue ballpoint pen and return it to your child's school.

## 1. PARENT/GUARDIAN DETAILS

	Parent/Guardian 1	Parent/Guardian 2
Title (Mr/Mrs/Miss/Ms)		
Surname/Last name		
First Name		
Date of Birth	D M Y	D M Y
National Insurance Number*		
Relationship to child/children		
National Asylum Support Service (NASS) Number*	/ /	/ /
Daytime Telephone Number		
Mobile Number		
Email address		
Address		
	Postcode:	Postcode:

## 2. ABOUT YOUR CHILD/CHILDREN

Child's Last Name	Child's First Name	Male/Female	Child's Date of Birth	Name of School
			D MM Y	
			DD MM YYY Y	

### 3. CHANGE OF NAME OR ADDRESS

If you or your child/ren have changed name/or address in the last year please give previous details below:

### 4. FAMILY INCOME AND BENEFIT DETAILS

Is your joint family income over £16,190 per year? (Please place an X in the appropriate box).

Yes  No

If you ticked no, please place an X in this box if you are in **receipt of** any of the benefits listed below:

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Universal Credit.
- Support from NASS (National Asylum Support Service) under part 6 of the Immigration and Asylum Act 1999
- the guarantee element of State Pension Credit
- Child Tax Credit (with no Working Tax Credit) with an annual income of no more than £16,190
- Working Tax Credit run-on

**You may be asked to provide proof of your entitlement to one of the above if we are unable to confirm your eligibility via online checks.**

Please place an X in this box if you are not sure whether your joint family income is over £16,190, or whether you are in receipt of one of the benefits listed above, but you would still like us to check whether your child is eligible.

### ADOPTED CHILDREN, CHILDREN SUBJECT TO A SPECIAL GUARDIANSHIP ORDER OR A CHILD ARRANGEMENTS ORDER

If your child has left care through adoption, special guardianship or a child arrangements order and you would like your child to attract the pupil premium, you should complete the following section and attach a copy of the relevant court order:

Has your child been adopted from care?

Yes  No

If you have ticked yes in the previous question, have you yet been granted an adoption order by the courts?

Yes  No



Did your child leave the local authority's care under a special guardianship order or a child arrangements order (formally known as a residence order)?

Yes

No

**If eligible, please tick below to indicate which pupil benefits you would wish to register for:**

**Free School Meals**

**School Clothing Allowance**

**Children who have been adopted from care or are subject to a special guardianship order or a child arrangements order.**

Eligibility will be based on your declaration that your child was formally a looked after child and on the evidence of their status e.g. a copy of the relevant order. The local authority will decide whether your child's nursery, childminder or pre-school is eligible for extra funds through the early years pupil premium. This form and a copy of the relevant order should be returned either to your local authority or your child's setting to enable funding to be allocated. If you decide to return this information to the local authority, please ask your child's nursery/childminder for the most appropriate address.

## DECLARATION

I declare that all of the information provided on this form and associated documents is complete and true and I authorise Nottingham City Council to take such steps as they consider necessary to verify the information provided.

I understand that, where applicable, entitlement to free school meals and school clothing allowance will continue as long as I am in receipt of qualifying benefits. I will immediately inform the Pupil Benefits Team if my entitlement to qualifying benefits ends and/or the contact details for myself and/or my child/ren change. I understand that if I do not inform you of a change to my circumstances and my children continues to receive free school meals or school clothing allowance I will have to repay the amount in full.

I understand that you must protect public funds that you handle and that you may use the information provided to prevent and detect fraud. You may also share this information with other organisations that handle public funds. I understand that to give false information may lead to prosecution.

Signature of parent/guardian: .....

Date:.....

## FOR OFFICE USE ONLY

	Date Received			FSM start		
	Date Processed			SCA issue		
	Assessed By			EMS number(s)		
	Benefits Confirmation	Proofs/OCP				

## About this form

### Registering could result in extra funding for your child's school

For each eligible primary pupil in reception upwards, your child's school will receive an extra £1,320 a year in pupil premium funding. Additionally, the new Early Years Pupil Premium which is being introduced in April 2015 will raise an extra £300 for each eligible nursery aged pupil. This can be used to fund valuable extra support like extra tuition, additional teaching staff or after school activities.

### Registering could result in extra support for your child

From September 2014 all children who are in reception, year 1 or year 2 in a state funded school are offered a free healthy school lunch. Children in other school years will also be offered a free lunch if their parent is receiving any of the listed welfare benefits. Your child may also qualify for a school clothing allowance.

### How the information in this form will be used

The information you provide in this form will be used by the council to confirm receipt of one of the listed welfare benefits. They will do this by checking out of work benefit data provided by HMRC and DWP. We would like your consent to make this check. You are free to withdraw your consent so that your details are not used in future. Whether you use this scheme or not will not affect any of the benefits you may be entitled to

**Thank you for completing this form and helping to make sure your child's school is as well funded as possible.**

**SCHOOLS FORUM - 18 June 2015**

<b>Title of paper:</b>	<b>2014/15 DEDICATED SCHOOLS GRANT - OUTTURN REPORT</b>
<b>Director(s)/ Corporate Director(s):</b>	Alison Michalska, Corporate Director for Children and Adults Geoff Walker, Chief Finance Officer
<b>Report author(s) and contact details:</b>	Ceri Walters, acting Head of Departmental Finance Support 01158 764 128 <a href="mailto:ceri.walters@nottinghamcity.gov.uk">ceri.walters@nottinghamcity.gov.uk</a>
<b>Other colleagues who have provided input:</b>	Sarah Molyneux Legal Service Manager and Solicitor 01158 764 335 <a href="mailto:sarah.molyneux@nottinghamcity.gov.uk">sarah.molyneux@nottinghamcity.gov.uk</a>
<b>Summary</b> This report sets out the 2014/15 Dedicated Schools Grant (DSG) outturn and the updated DSG reserve balance.	
<b>Recommendation(s):</b>	
<b>1</b>	Note that the 2014/15 financial outturn position of the DSG was an underspend of £5.815m and the reasons for the underspend are set out in <b>Table 2</b> and detailed in <b>Appendix A</b> .
<b>2</b>	Note that this under spend has been allocated back to the Statutory Schools Reserve (SSR) resulting in a closing balance of £15.698m, as per <b>Table 3</b> .
<b>3</b>	Note that based on current commitments which includes the ring-fenced funding for 2 year olds, the SSR balance by 31 March 2017 should be £5.660m, as per <b>Table 3</b> .
<b>4</b>	Agree on the principle of the Local Authority exploring how the SSR balance, aligning to Early Years, may be utilised for specific schemes.

**1. REASONS FOR RECOMMENDATIONS**

- 1.1 Enabling the formal monitoring of progress against the 2014/15 DSG budget.
- 1.2 Confirm the impact on the SSR as a consequence of the 2014/15 outturn.
- 1.3 Explore how the Early Years underspend could be utilised to support specific revenue and capital schemes/pressures.

**2. BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)**

- 2.1 The 2014/15 budget was approved through 3 reports during January, April and July 2014 as set out in Section 10 of this report. This report summarises the DSG outturn in relation to these reports.
- 2.2 All recommendations within this report align to the Schools and Early Years Financial Regulations 2014.
- 2.3 The DSG and other associated funding streams included in the budget reports are based on a point in time. These figures change throughout the year as pupil numbers are finalised, grants are allocated from government departments, reserves are drawn down to manage pressures and academy recoupment values are confirmed by the Education funding Agency (EFA).

**Table 1** below provides a summary of the initial 2014/15 budget; the updated 2014/15 budget and the actual spend.

<b>TABLE 1: DSG FUNDING UPDATES</b>			
	<b>As at April 2014 £m</b>	<b>Updated Budget £m</b>	<b>Spend £m</b>
<b>DSG Funding</b>	227.716	228.843	223.029
<b>Reserve draw down</b>			
<ul style="list-style-type: none"> <li>• BSF Wave 5</li> <li>• Business Rates</li> <li>• Pupil Growth</li> <li>• 3 &amp; 4 year old adjustment</li> </ul>		0.173 0.010 1.391 0.137	0.173 0.010 1.391 0.137
<b>EFA income for Post 16 pupils</b>		0.657	0.657
<b>Academy recoupment</b>		(1.965)	(1.965)
<b>TOTAL FUNDING (As per Appendix A)</b>	<b>227.716</b>	<b>229.246</b>	<b>223.431</b>
<b>UNDER SPEND</b>		<b>(5.815)</b>	

2.4 The outturn position has resulted in an underspend of £5.815m which will be allocated back to the SSR. Some of the under spend is ring fenced in accordance with Department for Education (DfE) guidelines or approvals at Schools Forum (SF).

2.5 **Table 2** provides a high level summary of the material reasons for the underspend.

<b>TABLE 2: UNDER SPENDS - HIGH LEVEL SUMMARY</b>		
	<b>(Under) Spend £m</b>	<b>Details</b>
<b>2 Year old provision</b>	(3.220)	Service is budgeted for maximum potential eligibility as per DfE data however; take-up as at the Spring term was around 48%. The Local Authority is projecting a 10% increase in take up per year (Nottingham Plan). This amount remains ring fenced in the SSR as per DfE requirements.
<b>BSF slippage</b>	(0.740)	Slippage in capital programme.
<b>Pupil growth slippage</b>	(0.099)	Slippage to support 2015/16 growth as per report presented to SF 23 April 2015.
<b>Children &amp; Families Act Contingency</b>	(0.558)	No longer required.
<b>Cross Border Top ups</b>	(0.386)	Paid from reserves in 2014/15.
<b>TOTAL MATERIAL UNDERSPENDS</b>	<b>(5.003)</b>	

- 2.5 More detail for each budgeted item is contained within **Appendix A** with explanations for variances.
- 2.6 The 2014/15 underspend is allocated to the SSR which increases the opening balance as at 1 April 2015 to £15.698m. Any slippage of reserve funded schemes will also impact on the opening balance. **Table 3** below summarises this position:

<b>TABLE 3: RESERVE ANALYSIS</b>	
	<b>£m</b>
Opening Balance as at 1 April 2014	12.781
Less: 2014/15 Commitments	(2.898)
Add: 2014/15 Under spends	5.815
<b>Closing Balance as at 31 March 2015</b>	<b>15.698</b>
Less: 2015/16 & 2016/17 Commitments	(5.633)
Less: 2 Year old Funding	(4.405)
<b>Closing Balance as at 31 March 2017</b>	<b>5.660</b>

- 2.7 Some of the 2014/15 under spends are ring fenced in accordance with DfE guidelines or approvals at SF. **Appendix B** sets out the commitments/ring fenced funding from the SSR resulting in an unearmarked balance of £5.660m to mitigate risks.
- 2.8 A review needs to be undertaken to consider the use of ring fenced funding in future years on revenue or capital schemes/pressures. This consideration will be brought back to SF during 2015/16 and a request may be needed to the Secretary of State.
- 2.9 A risk register was valued in February 2015 and presented to SF on 23 April 2015. The risk valuation remains at £0.818m detailed in **Table 4** below:

<b>TABLE 4: RISK ASSESSMENT</b>			
<b>POTENTIAL RISK</b>	<b>Worse Case £m</b>	<b>Assessment of risk £m</b>	<b>Estimated exposure £m</b>
<b>Academy DSG recoupment</b> Impact on services provided by Local Authority. Risk of reduction of services in conjunction with academisations.	0.700	H	0.630
<b>Deficit Balances for sponsored academy conversions</b> LA has to pick up deficits for academies converting with a sponsor. Worse case is based on the total projected year-end deficits.	0.376	M	0.188
<b>TOTAL</b>	<b>1.076</b>		<b>0.818</b>

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

3.1 No other options were considered as part of this report.

**4. OUTCOMES/DELIVERABLES**

4.1 To provide SF with the 2014/15 outturn position and to confirm the opening balance of the SSR for 2015/16.

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

5.1 This report contains financial implications.

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

6.1 The current law in force in this area is the School and Early Years Finance (England) Regulations 2014. The spend from the SSR needs to align with the requirements of the Regulations.

**7. HR ISSUES**

7.1 Not applicable

**8. EQUALITY IMPACT ASSESSMENT**

8.1 An EIA is not needed as the report does not contain proposals or financial decisions.

Has the equality impact been assessed?

Not needed (report does not contain proposals or financial decisions)

No

x

Yes – Equality Impact Assessment attached

Due regard should be given to the equality implications identified in the EIA.

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

9.1 None

**10. PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT**

10.1 Schools Forum 17 July 2014 – High Needs budget 2014/15

10.2 Schools Forum 13 January 2015 – Schools Budget 2014/15

10.3 Schools Forum 24 April 2015 – Schools Budget 2014/15

## 2014/15+ RESERVE COMMITMENTS

No		Date Approved	Funding Narrative	2014/15 £m	2015/16 £m	2016/17 £m	Other Comments
1	Re-phased BSF Wave 5 funding	29 March 2012 - Agenda Item 12-03-10		0.174	0.740		See comment above in Appendix A. 2015/16 spend is carried forward from 2014/15 underspends.
2	Early Years – 2 Year old funding	DfE	Ring fenced funding and underspend in central expenditure carried forward as per financial regulations 2014, Part 2, Chapter 1 paragraph (8).		<del>0.537</del> 0.240	<del>0.753</del> 4.165	2015/16 drawdown aligns to the 2014/15 budget report and has been updated to reflect the confirmed funding from the DfE.  The 2016/17+ figure includes 2014/15 underspends on Early years of £3.115m
Page 399	Strategic Partnership Bids	24 Jan 2013 - Agenda Item 7		0.061	0.061		This is the balance remaining from the £0.500m initially earmarked within this reserve for one off educational investment.  Slippage
4	Inclusion Strategy	21 March 2013 - Agenda Item 9	Partnership's inclusion strategy to support young people displaying challenging and/or antisocial behaviour in schools and the community. The report stated that this would be achieved by empowering the Partnership to provide a range of services which would fulfil the statutory duties of the Local Authority.	0.677			Balance recouped from school exclusions – element to be allocated to Nottingham City Secondary Education Partnership. £0.190m for Fair Access for 2014/15 comes from DSG annual budget. £0.867m paid in total.
5	E-learning Centres	27 Jan 2011 - Agenda Item 11-01-17	To underwrite the service until fully traded. The allocation was £0.456m in 2011/12 and £0.364m in 2012/13.	0.150			Slippage in spend due to income received from schools however changes to this service are being implemented, no income being received and this balance is required to fund the changes and underwrite a traded post to address the new primary curriculum.

No		Date Approved	Funding Narrative	2014/15 £m	2015/16 £m	2016/17 £m	Other Comments
6	Development of Modern Languages and International Education	29 March 2012 - Agenda Item 12-03-07	The retention of a post responsible for International Dimension and Modern Languages as a means of providing schools with the necessary expertise and support to develop their curriculum and external outlook. Agreed at £0.060m per annum for 2012/13 and 2013/14.	0.120 0.012	0.108		Will be spent during 2014/15 and 2015/16. The full underwrite was not required during 2012/13 and 2013/14, however due to the requirements of the new national curriculum this underwrite will be required over the next 2 years. No further underwrites will be requested.  Slippage into 2015/16.
7	School Improvement	30 Sept 2010 - Agenda Item 10-09-10	£0.270m to ensure the continuation of teaching and learning consultant support for primary schools. This funding was to mitigating any balance in income generated up to that value.	0.090			
Page 40 8	Communication, Language and Literacy Development	27 Jan 2011 - Agenda Item 11-01-14	The amalgamation of grants into the DSG in 2011/12 resulted in funding received funds the cost of a CLLD Consultant. This funding ceased and it was agreed that the post of CLLD Consultant is extended for a further 3 years to focus on the transition between the Early Years Foundation Stage (EYFS) and Year 1, as Year 1 indicates lower progress than at other transition points. Funding was for £0.055m per annum for 2011/12 – 2013/14.	0.038			Slippage into 2014/15, no further funding required after this funding is used.  Update: Unspent and funding no longer required.



No		Date Approved	Funding Narrative	2014/15 £m	2015/16 £m	2016/17 £m	Other Comments
9	Sustainable Schools Co-ordinator (Apr 14 – Aug 14)	29 March 2012 - Agenda Item 12-03-08	<p>In March 2010 Schools Forum released funding to recruit two Sustainable School Coordinators to develop, support and deliver sustainability projects, and provide guidance and support to the 101 Nottingham City Schools, over a two-year period. It was decided to focus this work on the internationally recognised Eco-School programme as a sustainable framework within which schools can be accredited for their work. For the top award, the Green Flag Award, there is a clear requirement to develop work on Energy Management.</p> <p>In summer 2009 Nottingham City Council set an ambitious target to reduce its own carbon emissions by 31% by 2016. The Council is a participant in the national CRC Energy Efficiency scheme, and therefore failure to achieve our carbon target will bring a substantial fine for the Council. Schools account for 35% of carbon dioxide emissions from Nottingham City Council buildings, so any work undertaken in schools saves money as well as carbon. Funding was for £0.067m per annum for 2012/13 and 2013/14.</p>	0.030			Slippage of £0.030m due to a delay in recruitment.
10	Nottingham City Secondary Education Partnership (NCSEP) – Capital Expenditure	21 March 2013 - Agenda Item 8	A number of sites have been identified to house the PRU from September onwards and discussions are still being considered to secure the most appropriate site for the PRU.		0.825		
11	Safety on school visits	24 April 2014 - Agenda Item 8	Continuation of access to advice and guidance from Education Partnerships to ensure that a consistent approach to the management of off-site visits across schools in the City is maintained and that both schools and employers are compliant with their health and safety obligations. Funding was for £0.030m for 2014/15.	0.030			

No		Date Approved	Funding Narrative	2014/15 £m	2015/16 £m	2016/17 £m	Other Comments
12	Increased capacity at Westbury School	18 July 2013 - Agenda Item 7	The Local Authority (LA) has increasingly limited capacity in specialist maintained provision for pupils with social, emotional and behavioural difficulties whose needs cannot be met within mainstream schools. This issue is further compounded by the rising birth rate which is already putting significant pressure on primary places across the City. Without increasing the capacity of Westbury School, the LA will need to commission independent specialist day provision to meet the needs of this growing cohort of young people. £0.094m will be required to fund a modular building to accommodate 16 additional learners at Westbury. Spend in 2014/15 academic year.	<del>0.037</del> 0.019	0.018		Slippage into 2015/16.
Page 3	Behaviour Support Team Underwrite	5 Dec 2013 - Agenda Item 8	Support of the non statutory element within this service in 2014/15.	<del>0.106</del>	0.106		Slippage due to service underspends. Will support 2016/17 business case.
42	Sustainable Schools Co-ordinator (Sep 14 - Aug 16)	26 August 2013 - Agenda Item 7	The approval for this funding was originally for 2 posts for 2 years. Due to delays in recruitment the current approved funding is sufficient to fund the posts up to September 2014. The additional two years funding being requested will enable the officers to continue and develop their program until September 2016. The funding will enable implementation of technical and behavioural change measures, coupled with teaching from foundation aged children upwards and advice sessions for adults, using available data, over a six month period the project has reported the following savings: <ul style="list-style-type: none"> <li>• <b>£42,000 energy savings</b> pro rata inclusive of CRC</li> <li>• <b>132 tonnes of CO<sub>2</sub> savings</b> pro rata</li> </ul>	0.033	0.067	0.034	

No		Date Approved	Funding Narrative	2014/15 £m	2015/16 £m	2016/17 £m	Other Comments
15	Exclusions – Primary	DfE financial regs		<del>0.022</del>	0.033		Review requirement as part of Schools Forum Sub Group.  Funding transferred to 2015/16 and there has been an increase due to an underspend of £0.011m in 2014/15.
16	Exclusions – Secondary	DfE financial regs		<del>0.353</del>	0.431		Review requirement as part of Schools Forum Sub Group.  Funding transferred to 2015/16 and there has been an increase due to an underspend of £0.078m in 2014/15.
17	Fixed Costs for split site kitchens	12 Feb 2015	To support the fixed costs associated with split site kitchens	0.083			This is incorporated in the formula from 2015/16 onwards.
18	Education Service Grant reduction	23 Feb 2012	Aligns to academising schools and the impact to LA services.	<del>0.484</del>	0.484		Academisation of schools in late 2014/15 will impact on 2015/16.
19	Nethergate place funding	BSF Wave 5	Seven additional places from September 2013. £0.041m allocated in 2013/14 and £0.029 in 2014/15.	<del>0.029</del>			Funding no longer required as included in formula for 2014/15+.
20	Inter authority recoupment	DfE financial regs	This relates to children who cross borders to attend special schools. There will be no new commitments associated with this based on the new funding formula and any future charges will relate to outstanding charges from other authorities.	<del>0.386</del> 0.188	0.240		2014/15 under spend carried forward to 2015/16 to support future liabilities.
21	Contribution to Nottingham Safeguarding Children's Board	5 Dec 2013 - Agenda Item 6	Approve an annual contribution of £13,000 from the Dedicated Schools Grant to the NCSCB on an ongoing basis to ensure the shortfall between the income generated by the Schools and Education Safeguarding Team through the safeguarding training and the £33,000 committed is met.	0.013	0.013	0.013	
22	Funding to support an expanding school – exempt report	24 April 2014 - Agenda Item 14	Funding to support an expanding school	0.164	0.117		

No		Date Approved	Funding Narrative	2014/15 £m	2015/16 £m	2016/17 £m	Other Comments
23	Late Admissions to Schools	DfE	Requirement to fund any pupils admitted late to schools.	0.290			
24	Additional growth funding	16 Oct 2014 – Agenda item 10	To fund the shortfall of funding required so support the growth of school places in 2014/15.	0.513	0.099		Slippage of £0.099m from 2014/15 into 2015/16 as per report to Schools Forum 23 April 2015. Underspend included in £5.815m.
25	Funding to support an expanding school – exempt report	16 Oct 2014 – Agenda item 14	Funding to support an expanding school	0.165	0.150		
26	Deficit Funding	DfE	Deficit budgets from converting schools	<del>0.270</del>	0.324		Currently estimated. Payment potentially required in 2015/16.
27	Business Rate Funding	DfE	Backdated business rate charge to Farnborough	0.206			The DSG has to fund the cost of business rates.
Page 8 44	Enhancing Capacity	23 April 2015 – Agenda item 8	Fund the support required to undertake specific work required to enhance and deepen the support and challenge we can provide in relation to securing improvements in the effectiveness of our city schools and academies.		0.061		
29	Strategic Alliance Activity	23 April 2015 – Agenda item 9	Develop a citywide strategic alliance and fund focussed improvement activities. City Council has agreed to match fund £0.600m to the project.		0.600		
30	Alternative Educational Provision Increased Costs	DfE	Increased costs of AP (April – July) and an increase in pupil growth for 2015/16.		1.109		A report needs to be presented to SF in September to provide an update on this position.
<b>TOTAL COMMITTED</b>				<b>2.898</b>	<b>5.826</b>	<b>4.212</b>	
<b>CUMULATIVE TOTAL</b>				<b>12.936</b>			
<b>BALANCE REMAINING</b>				<b>5.747</b>			

DESCRIPTION OF SERVICE	EXPENDITURE TITLE	2014/15					2015/16	
		Original Budget Approved by Schools Forum £m	Original -> Latest Budget explanation	Latest Budget £m	Outturn £m	Variance - Over/ (Under) budget £m	Reason for Variance	Budget £m
<b>SCHOOLS BLOCK ANALYSIS</b>								
<b>DIRECT SCHOOLS PROVISION</b>								
Budget is calculated on the local authorities schools funding formula, set in line with the Schools and Early Years Finance (England) Regulations 2014 and approved by Schools Forum.	Mainstream primary and secondary Individual School Budgets	88.646		76.512	76.512	0.000		69.371
	Academies Individual School Budgets	86.049	Mix of these 2 line depends on academisation since grant settlement.	95.178	95.178	0.000		110.512
From 2015/16 local authorities are now responsible for the calculation of non-recoupment academies and free schools budgets (after the first year of opening). The budget has been calculated based on the local authorities schools funding formula, which has been set in line with the Schools and Early Years Finance (England) Regulations 2014 and has been approved by Schools Forum.	Non-recoupment academies and free schools Individual School Budgets							6.736
Supporting the inclusion, educational and aspirational attainment of pupils in mainstream schools and academies in the city.	Pupil Growth Contingency	0.720	The allocation of £1.852m is made up of the following allocations approved at Schools Forum: i) £0.720m "Schools Budget 2014/15" 24/4/14, ii) £0.298m for late admissions "Outturn Report 2013-14" 17/07/14, iii) £0.513m "Update on Pupil Growth Contingency Fund" 16/10/14 iv) £0.164m "Funding to support an expanding school" 24/4/14, v) £0.165m "Funding to support an expanding school" 6/10/14.	1.852	1.753	(0.099)	Balance to be carried forward to 2015/16 as per the report "Update on Pupil Growth Contingency Fund 2015.16" 23/04/15.	1.847
The DfE negotiated copyright licences for schools from 2013/14.	Copyright Licences	0.103		0.103	0.100	(0.003)	DfE charge lower than originally communicated.	0.166
Repayment of loans made in relation to capital expenditure in schools. This is the final income that will be received as all loans are now fully paid.	Loans			0.000	(0.009)	(0.009)	No budget for 2014/15.	0.000
Costs and reimbursements for business and water rates are still being incurred for schools prior to the introduction of the new funding reforms in 2012/13.	Schools Business/Water Rates			0.000	0.007	0.006	No budget for 2014/15.	0.000
<b>DE-DELEGATED FUNDING</b>								
Funding targeted towards children and young people with Special Educational Needs and Disability (SEND) and Social Emotional and Mental Health (SEMH) difficulties where children and young people are at risk of exclusion, are in Key Stage 1, have safeguarding issues or have barriers to progress in school.	Behaviour Support Service	0.485		0.485	0.409	(0.086)	Staffing Vacancies	0.311
Funding to support the Identity, Diversity and EAL (IDEAL) Team until they become a fully traded service in 2016/17.	Support to UPEG & bi-lingual learners	0.232		0.232	0.195	(0.036)	Staffing Vacancies	0.223
Funding for the maintenance of maintained schools gym equipment.	Subscriptions	0.026		0.026	0.005	(0.021)	Underspend due to: a number of schools academising in year, the ESPO contract being renegotiated, and the maintenance costs of equipment varying year on year.	0.021
Reimbursement of schools with trade union representatives to pay for cover whilst the union representatives are undertaking their TU duties.	Staff costs supply cover (Trade Union representation)	0.122		0.122	0.058	(0.065)	Underspend due to a reduction in trade union time and an unbudgeted contribution from some academies of £0.033m.	0.075
Funding for health and safety building Maintenance for maintained mainstream school sites to enable the Local Authority (LA) to deliver their statutory obligation regarding the Health and Safety of these sites.	Schools Health & Safety Building Maintenance	0.253		0.253	0.253	0.000	Actual expenditure was £0.174m. £0.079m transferred to Health & Safety Building Maintenance Reserve as approved by Schools Forum.	0.208
<b>CENTRAL EXPENDITURE</b>								
Statutory provision of coordinated admission scheme for first entry to school at primary and secondary phase. In year admissions processing for all maintained schools and provision of traded service for own admissions authorities. Scrutiny of application of Admissions Code and management of compliance relating to all aspects of school admissions legislation.	School Admissions	0.585		0.585	0.593	0.008		0.585
Cost of support to Schools Forum from Finance, Constitutional Services, HR and Legal.	Servicing of schools forums	0.030		0.030	0.028	(0.002)		0.030
This budget is used to pay for ongoing pension, redundancy and pay protection associated from historic and current restructures.	Termination of Employment Costs	1.609		1.609	1.844	0.236	Increasing pension contributions. Based on actuarial changes from Nottinghamshire County Council.	1.609
This expenditure supports improvements in school buildings, the main elements are funding Health and Safety and Condition (H&S&C) work. Accessibility works and Private Finance Initiative payments relating to building elements.	Capital Expenditure from Revenue Accounts	1.588	£0.173m relates to b/f from 2013/14 for BSF Wave 5 priorities - Slippage	1.681	0.941	(0.740)	This is due to slippage associated with the capital programme and will be carried forward to 2015/16. On 18 Dec 2014 a report titled Central Expenditure was presented to forum and forecast an underspend of £0.616m against this budget.	1.681

DESCRIPTION OF SERVICE	EXPENDITURE TITLE	2014/15					2015/16	
		Original Budget Approved by Schools Forum	Original -> Latest Budget explanation	Latest Budget £m	Outturn £m	Variance - Over/ (Under) budget £m	Reason for Variance	Budget £m
This funding is used to meet borrowing commitments around the initial set up costs of the Building Schools for the Future Programme and Nottingham Academy. The majority of funding is being used to meet the ongoing financing obligations created through Prudential Borrowing taken out to facilitate the initial procurement of the BSF programme, which in turn led to the development of the delivery of both the Academies and Primary Capital Programmes.	Prudential borrowing costs	0.326		0.326	0.326	0.000		0.326
Family support is provided through Extensive and Early Help Services. DSG has been used directly to fund Family Support Workers within the Extensive Services undertaking CAF activity. Our aim is to improve low educational attainment, improve attendance in schools and provide support at the earliest opportunity reducing the demand for specialist services. There is a drive to prevent children growing up to experience behavioural problems, mental illness, substance misuse, teenage parenthood, crime and antisocial behaviour all of which impact on a child's ability to reach their potential educational outcomes. The Family Support Pathway sets out how we ensure children and families receive the right help at the right time.  The Common Assessment Framework (CAF) is key to the effective delivery of the pathway and will ensure that the needs of children and families are assessed and identified earlier and that co-ordinated multi agency action plans are produced and implemented appropriately. Educational attendance and attainment is identified as a need within the CAF. There are 9 Teams managed by Team Managers with a Specialist to provide case supervision to Family support workers. Looking across the last year the number of cases held at any one time is around 1,400. Family support workers work within an Extensive CAF using evidenced based interventions through individual and group work to reduce those issues which impact on their education and/or prepare children and their carers for school. At the end of the CAF process families are signposted to universal services and other agencies as appropriate.	Combined Services - Family Support	0.981		0.981	0.981	0.000		0.981
Contribution to educational provision for children placed in care.	Combined Services - Integrated placements	1.327		1.327	1.327	0.000		1.327
Statutory provision of educational oversight for Looked After Children, through provision of Virtual School Service comprising of Head Teacher, 2 x achievement consultants, 2x teaching assistants and admin support. Statutory provision of Elective Home Education (EHE) support service that manages overview (including ensuring safeguarding risks are managed) and provides QA support for all EHE pupils in the city.	Combined Services - Serving Vulnerable Group - LAC	0.483		0.483	0.408	(0.075)	Staff Vacancies	0.483
Safeguarding training within schools	Combined Services - Safeguarding Training	0.114		0.114	0.086	(0.028)	Staff Vacancies	0.114
<b>TOTAL DIRECT SCHOOLS PROVISION</b>		<b>175.518</b>		<b>176.645</b>	<b>176.541</b>	<b>(0.104)</b>		<b>187.832</b>
<b>DE-DELEGATED FUNDING FOR MAINTAINED PRIMARY AN</b>		<b>1.128</b>		<b>1.128</b>	<b>0.921</b>	<b>(0.207)</b>		<b>0.837</b>
<b>CENTRAL EXPENDITURE</b>		<b>6.962</b>		<b>7.135</b>	<b>6.535</b>	<b>(0.601)</b>		<b>6.962</b>
<b>TOTAL SCHOOLS BLOCK</b>		<b>183.609</b>		<b>184.909</b>	<b>183.997</b>	<b>(0.912)</b>		<b>195.631</b>

DESCRIPTION OF SERVICE	EXPENDITURE TITLE	2014/15					2015/16
		Original Budget Approved by Schools Forum £m	Original -> Latest Budget explanation	Latest Budget £m	Outturn £m	Variance - Over/ (Under) budget £m	Reason for Variance

**EARLY YEARS BLOCK ANALYSIS**

DESCRIPTION OF SERVICE	EXPENDITURE TITLE	2014/15					2015/16	
		Original Budget Approved by Schools Forum £m	Movement from original budget	Budget Latest £m	Outturn £m	Variance - Over/ (Under) budget £m	Reason for Variance	Budget £m
This budget aligns to the projection of funding that will be provided to maintained and academy settings for 3 & 4 year olds based on the Early Years Single Funding Formula (EYSFF).	3 & 4 year old funding maintained schools and academies	8.371		8.371	8.371	0.000		8.579
This budget aligns to the projection of funding that will be provided to PVI settings for 3 & 4 year olds based on the EYSFF.	3 & 4 year old funding PVI settings	3.383		3.383	3.488	0.105	Year on year pupil number increases	3.695
This budget is a contingency for in-year termly adjustments to EYSFF allocations based on actual participation. Used to offset any overspends on PVI settings.	3 & 4 Year Old funding - contingency	0.300		0.300	0.300	0.000		0.000
This budget will be for early education for eligible 2 year olds. From 2015/16 this will be based on participation. This has previously been based on estimated take up and included trajectory funding meaning prior year figures are not comparable. The indicative DSG allocation does not yet include 2 year old funding. This budget will be amended in year to align to the indicative DSG allocation for 2 year olds.	2 Year Old funding	6.142	-£0.085m	6.057	2.837	(3.220)	This is a new statutory entitlement that is developing with increasing capacity. Budgeted for maximum potential eligibility as per DfE data. However, take-up as at the Spring term was around 48%. The LA is projecting a 10% increase in take up per year (Nottingham Plan)	TBC
This is additional funding to support pupils with SEN in the PVI sector (ISG).	Top Up funding PVI's	0.850	£0.085m	0.135	0.122	(0.013)	This budget was 95% allocated, but adjustments at the end of the spring term to claw back funding for pupils that had left their PVI setting brought the final position to a £13k underspend.	0.050
This budget aligns to the indicative allocation Early Years Pupil Premium.	EYPP							0.825

**CENTRAL EXPENDITURE**

The service supports the provision of funded places for 2, 3 and 4 year olds and delivers on the various statutory duties placed on the LA by relevant legislation. The service supports schools and all early years settings including day nurseries, pre-schools, nursery schools and foundation stage provision in schools, academies, free and independent schools, out of school provision and childminders. The service is staffed by a diverse range of professionals bringing expertise from both teaching and childcare/early years specialists.	Early Years Support on under 5's	1.159		1.159	1.159	(0.000)		1.159
<b>TOTAL DIRECT EARLY YEARS PROVISION</b>		<b>18.246</b>		<b>18.246</b>	<b>15.118</b>	<b>(3.128)</b>		<b>12.849</b>
<b>CENTRAL EXPENDITURE</b>		<b>1.159</b>		<b>1.159</b>	<b>1.159</b>	<b>(0.000)</b>		<b>1.159</b>
<b>TOTAL EARLY YEARS BLOCK (Excluding funding for 2 year olds for 2015/16)</b>		<b>19.405</b>		<b>19.405</b>	<b>16.277</b>	<b>(3.128)</b>		<b>14.008</b>

DESCRIPTION OF SERVICE	EXPENDITURE TITLE	2014/15					2015/16 Budget Em
		Original Budget Approved by Schools Forum Em	Original -> Latest Budget explanation	Latest Budget Em	Outturn Em	Variance - Over/ (Under) budget Em Reason for Variance	

**HIGH NEEDS BLOCK ANALYSIS**

DESCRIPTION OF SERVICE	EXPENDITURE TITLE	2014/15					2015/16 Budget Em	
		Original Budget Approved by Schools Forum Em	Movement from original budget	Budget Latest Em	Outturn Em	Variance - Over/ (Under) budget Em Reason for Variance		
This budget is for HLN support for named pupils in mainstream schools. In 2015/16 the method of allocating this funding has changed. Funding is now allocated as additional inclusion allowances and targeted to named pupils based on their need.	High Level Needs Support in Mainstream Schools	3.479		3.479	3.270	(0.209)	Demand led for Level 5+ HLN pupils	3.479
This budget is for top-up funding for pupils in SEN resource units attached to mainstream schools.	SEN Resource Units	0.448		0.448	0.455	0.007		0.451
This budget corresponds to special school budgets. It excludes place funding that was paid to Nethergate Special Academy directly by the EFA.	Special Schools Indicative Budgets	9.113	£0.005 is for Post 16 funding for Oakfield and Rosehill Schools	9.118	9.139	0.021	Top up funding paid to Nethergate Academy	9.622
This is a new budget introduced as a result of the Special School Review in order to provide transition support for certain qualifying pupils in their first term.	Special Schools Transition Pupil Budget	NA		NA	NA	NA	NA	0.150
This budget is a contingency for additional top-up and/or place funding in case pupil numbers in special schools are higher than projected in the indicative budgets.	Special Schools Contingency	0.267		0.267	0.025	(0.241)	Funding set aside to the level required if all places fully occupied.	0.100
This budget is for the net cost of top-up funding for pupils being educated outside of their home LA.	Cross-border top ups (net)	0.386		0.386	0.000	(0.386)	Paid from one off reserves in 2014/15.	0.306
This budget is for HLN support for post-16 pupils in Further Education settings.	Post-16 HLN budget	0.938		0.938	0.744	(0.194)	It is estimated that a further £0.138m will be required to settle invoices in 2015/16 relating to provision in the 2014/15 financial year with the balance being required in 2015/16 to pay for 4 new post-16 Foundation Learning places.	0.938
This budget is to pay the costs of provision for SEN pupils placed in independent/non maintained special schools.	Independent/Non Maintained Special Schools	0.675		0.675	0.598	(0.077)	Costs against this budget are highly variable as pupil placements dictated by tribunal outcome can be as much as £0.085m per year for a single pupil. In the last 6 months the LA has won 2 tribunals by demonstrating that need can be met locally where the request was for a school place at this level of cost.	0.675
This budget relates to the funding allocated to Unity, Denewood, Beckhampton, Hospital and Home Education Pupil Referral Units.	Pupil Referral Units	4.020	Retrospective correction to QMC budget relating to 2 financial years £56K. Traded services budgets omitted from the original plan £25K. Denewood £175K from C & F Bill budget	4.286	4.286	0.000		4.379
Contingency for Children and Families Act implementation.	Children & Families Act Contingency	0.700	Revaluation after appeal success for additional High Needs funding from EFA.	0.558	0.000	(0.558)	Not required	0.000
	Primary Exclusions				(0.011)	(0.011)	Age weighted pupil units recouped from primaries for excluded pupils.	0.000
	Secondary Exclusions				(0.078)	(0.078)	Age weighted pupil units recouped from secondaries for excluded pupils.	0.000
Contingency for alignment Home Tuition charges to AWPU.	Contingency for alignment Home Tuition charges to AWPU	NA		NA	NA	NA		0.100
Alternative Provision Contingency	Alternative Provision Contingency	NA		NA	NA	NA		0.050
<b>CENTRAL EXPENDITURE</b>								
Statutory Requirement for the Local Authority	Fair Access	0.270		0.270	0.216	(0.054)	Surplus at year end due to the overspend in secondaries being netted off against the underspend in primaries.	0.270
Contribution to further educational course for Asylum seekers.	Other AP - Asylum Seekers course	0.110		0.110	0.086	(0.024)	Demand led	0.110
Statutory Requirement for the Local Authority.	Other AP - Teenage Parents	0.035		0.035	0.034	(0.002)		0.035
Contribution to educational provision for children placed in care.	Other AP - Education cost of residential placements	0.756		0.756	1.051	0.295	5 additional HLN pupils placed in external residential	0.756
Statutory Requirement for the Local Authority.	Other AP - Central PRU service	0.319		0.319	0.305	(0.014)		0.319
Statutory Requirement for the Local Authority	Other AP - SEN Staffing	0.110		0.110	0.051	(0.059)	Staff Vacancies	0.110



APPENDIX A

DESCRIPTION OF SERVICE	EXPENDITURE TITLE	2014/15					2015/16	
		Original Budget Approved by Schools Forum	Original → Latest Budget explanation	Latest Budget £m	Outturn £m	Variance - Over/ (Under) budget £m	Reason for Variance	Budget £m
Statutory Requirement for the Local Authority	Other AP - Statemented boys behaviour	0.110		0.110	0.110	0.000		0.110
Statutory Requirement for the Local Authority	SEN support services - SEN team	0.212		0.212	0.212	0.000		0.212
Statutory Requirement for the Local Authority	SEN support services - SEN specialist equipment	0.082		0.082	0.037	(0.045)	This budget is demand led	0.082
Statutory Requirement for the Local Authority	Support for Inclusion - Sensory Team	0.621		0.621	0.481	(0.140)	Staff Vacancies	0.621
Statutory Requirement for the Local Authority	Support for Inclusion - Learning Support Team	0.482		0.482	0.433	(0.049)	Staff Vacancies	0.482
Statutory Requirement for the Local Authority	Support for Inclusion - Autism Team	0.444		0.444	0.477	0.033	Staff Vacancies	0.444
Statutory Requirement for the Local Authority	Support for Inclusion - General	0.114		0.114	0.100	(0.015)	Staff Vacancies	0.114
Statutory Provision of transport to and from special schools and academies in the City	Special Education Needs Transport	1.000		1.000	1.000	0.000		1.000
Budget set by the DfE	Carbon Reduction Commitment - Pupil Referral Units	0.012		0.012	-0.015	(0.027)	Credit in actual is due to being overcharged in previous years for the carbon reduction scheme.	0.012
<b>TOTAL DIRECT HIGH NEEDS PROVISION</b>		<b>20.026</b>		<b>20.155</b>	<b>18.429</b>	<b>(1.726)</b>		<b>20.330</b>
<b>CENTRAL EXPENDITURE</b>		<b>4.677</b>		<b>4.677</b>	<b>4.577</b>	<b>(0.099)</b>		<b>4.677</b>
<b>TOTAL HIGH NEEDS BLOCK</b>		<b>24.702</b>		<b>24.832</b>	<b>23.007</b>	<b>(1.825)</b>		<b>25.007</b>
<b>ADJUSTMENTS TO ACCOUNTS</b>								
Post 16 income from the EFA Paid twice					0.028	0.028		
In year adjustment to business rates					-0.037	(0.037)		
In year adjustment to de-delegation funding					0.059	0.059		
<b>TOTAL ADJUSTMENTS TO ACCOUNTS</b>		<b>0.000</b>		<b>0.100</b>	<b>0.151</b>	<b>0.051</b>		
<b>TOTAL DEDICATED SCHOOLS GRANT</b>		<b>227.716</b>		<b>229.246</b>	<b>223.431</b>	<b>-5.815</b>		<b>234.646</b>

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2014/15+ RESERVE COMMITMENTS							
No		Date Approved	Funding Narrative	2014/15 £m	2015/16 £m	2016/17 £m	Other Comments
1	Re-phased BSF Wave 5 funding	29 March 2012 - Agenda Item 12-03-10		0.174	0.740		See comment above in Appendix A. 2015/16 spend is carried forward from 2014/15 underspends.
2	Early Years – 2 Year old funding	DfE	Ring fenced funding and underspend in central expenditure carried forward as per financial regulations 2014, Part 2, Chapter 1 paragraph (8).		0.537 0.240	0.753 4.165	2015/16 drawdown aligns to the 2014/15 budget report and has been updated to reflect the confirmed funding from the DfE.  The 2016/17+ figure includes 2014/15 underspends on Early years of £3.115m
3	Strategic Partnership Bids	24 Jan 2013 - Agenda Item 7		0.061	0.061		This is the balance remaining from the £0.500m initially earmarked within this reserve for one off educational investment.
4	Inclusion Strategy	21 March 2013 - Agenda Item 9	Partnership's inclusion strategy to support young people displaying challenging and/or antisocial behaviour in schools and the community. The report stated that this would be achieved by empowering the Partnership to provide a range of services which would fulfil the statutory duties of the Local Authority.	0.677			Slippage Balance recouped from school exclusions – element to be allocated to Nottingham City Secondary Education Partnership. £0.190m for Fair Access for 2014/15 comes from DSG annual budget. £0.867m paid in total.
5	E-learning Centres	27 Jan 2011 - Agenda Item 11-01-17	To underwrite the service until fully traded. The allocation was £0.456m in 2011/12 and £0.364m in 2012/13.	0.150			Slippage in spend due to income received from schools however changes to this service are being implemented, no income being received and this balance is required to fund the changes and underwrite a traded post to address the new primary curriculum.

No		Date Approved	Funding Narrative	2014/15 £m	2015/16 £m	2016/17 £m	Other Comments
6	Development of Modern Languages and International Education	29 March 2012 - Agenda Item 12-03-07	The retention of a post responsible for International Dimension and Modern Languages as a means of providing schools with the necessary expertise and support to develop their curriculum and external outlook. Agreed at £0.060m per annum for 2012/13 and 2013/14.	0.120 0.012	0.108		Will be spent during 2014/15 and 2015/16. The full underwrite was not required during 2012/13 and 2013/14, however due to the requirements of the new national curriculum this underwrite will be required over the next 2 years. No further underwrites will be requested.  Slippage into 2015/16.
7	School Improvement	30 Sept 2010 - Agenda Item 10-09-10	£0.270m to ensure the continuation of teaching and learning consultant support for primary schools. This funding was to mitigating any balance in income generated up to that value.	0.090			
8	Communication, Language and Literacy Development	27 Jan 2011 - Agenda Item 11-01-14	The amalgamation of grants into the DSG in 2011/12 resulted in funding received funds the cost of a CLLD Consultant. This funding ceased and it was agreed that the post of CLLD Consultant is extended for a further 3 years to focus on the transition between the Early Years Foundation Stage (EYFS) and Year 1, as Year 1 indicates lower progress than at other transition points. Funding was for £0.055m per annum for 2011/12 - 2013/14.	0.038			Slippage into 2014/15, no further funding required after this funding is used.  Update: Unspent and funding no longer required.

No		Date Approved	Funding Narrative	2014/15 £m	2015/16 £m	2016/17 £m	Other Comments
9	Sustainable Schools Co-ordinator (Apr 14 – Aug 14)	29 March 2012 - Agenda Item 12-03-08	<p>In March 2010 Schools Forum released funding to recruit two Sustainable School Coordinators to develop, support and deliver sustainability projects, and provide guidance and support to the 101 Nottingham City Schools, over a two-year period. It was decided to focus this work on the internationally recognised Eco-School programme as a sustainable framework within which schools can be accredited for their work. For the top award, the Green Flag Award, there is a clear requirement to develop work on Energy Management.</p> <p>In summer 2009 Nottingham City Council set an ambitious target to reduce its own carbon emissions by 31% by 2016. The Council is a participant in the national CRC Energy Efficiency scheme, and therefore failure to achieve our carbon target will bring a substantial fine for the Council. Schools account for 35% of carbon dioxide emissions from Nottingham City Council buildings, so any work undertaken in schools saves money as well as carbon. Funding was for £0.067m per annum for 2012/13 and 2013/14.</p>	0.030			Slippage of £0.030m due to a delay in recruitment.
10	Nottingham City Secondary Education Partnership (NCSEP) – Capital Expenditure	21 March 2013 - Agenda Item 8	A number of sites have been identified to house the PRU from September onwards and discussions are still being considered to secure the most appropriate site for the PRU.		0.825		
11	Safety on school visits	24 April 2014 - Agenda Item 8	Continuation of access to advice and guidance from Education Partnerships to ensure that a consistent approach to the management of off-site visits across schools in the City is maintained and that both schools and employers are compliant with their health and safety obligations. Funding was for £0.030m for 2014/15.	0.030			

No		Date Approved	Funding Narrative	2014/15 £m	2015/16 £m	2016/17 £m	Other Comments
12	Increased capacity at Westbury School	18 July 2013 - Agenda Item 7	The Local Authority (LA) has increasingly limited capacity in specialist maintained provision for pupils with social, emotional and behavioural difficulties whose needs cannot be met within mainstream schools. This issue is further compounded by the rising birth rate which is already putting significant pressure on primary places across the City. Without increasing the capacity of Westbury School, the LA will need to commission independent specialist day provision to meet the needs of this growing cohort of young people. £0.094m will be required to fund a modular building to accommodate 16 additional learners at Westbury. Spend in 2014/15 academic year.	0.037 0.019	0.018		Slippage into 2015/16.
13	Behaviour Support Team Underwrite	5 Dec 2013 - Agenda Item 8	Support of the non statutory element within this service in 2014/15.	0.106	0.106		Slippage due to service underspends. Will support 2016/17 business case.
14	Sustainable Schools Co-ordinator (Sep 14 - Aug 16)	26 August 2013 - Agenda Item 7	The approval for this funding was originally for 2 posts for 2 years. Due to delays in recruitment the current approved funding is sufficient to fund the posts up to September 2014. The additional two years funding being requested will enable the officers to continue and develop their program until September 2016. The funding will enable implementation of technical and behavioural change measures, coupled with teaching from foundation aged children upwards and advice sessions for adults, using available data, over a six month period the project has reported the following savings: <ul style="list-style-type: none"> <li>£42,000 energy savings pro rata inclusive of CRC</li> <li>132 tonnes of CO<sub>2</sub> savings pro rata</li> </ul>	0.033	0.067	0.034	

No		Date Approved	Funding Narrative	2014/15 £m	2015/16 £m	2016/17 £m	Other Comments
15	Exclusions – Primary	DfE financial regs		0.022	0.033		Review requirement as part of Schools Forum Sub Group.  Funding transferred to 2015/16 and there has been an increase due to an underspend of £0.011m in 2014/15.
16	Exclusions – Secondary	DfE financial regs		0.353	0.431		Review requirement as part of Schools Forum Sub Group.  Funding transferred to 2015/16 and there has been an increase due to an underspend of £0.078m in 2014/15.
17	Fixed Costs for split site kitchens	12 Feb 2015	To support the fixed costs associated with split site kitchens	0.083			This is incorporated in the formula from 2015/16 onwards.
18	Education Service Grant reduction	23 Feb 2012	Aligns to academising schools and the impact to LA services.	0.484	0.484		Academisation of schools in late 2014/15 will impact on 2015/16.
19	Nethergate place funding	BSF Wave 5	Seven additional places from September 2013. £0.041m allocated in 2013/14 and £0.029 in 2014/15.	0.029			Funding no longer required as included in formula for 2014/15+.
20	Inter authority recoupment	DfE financial regs	This relates to children who cross borders to attend special schools. There will be no new commitments associated with this based on the new funding formula and any future charges will relate to outstanding charges from other authorities.	0.386 0.188	0.240		2014/15 under spend carried forward to 2015/16 to support future liabilities.
21	Contribution to Nottingham Safeguarding Children's Board	5 Dec 2013 - Agenda Item 6	Approve an annual contribution of £13,000 from the Dedicated Schools Grant to the NCSCB on an ongoing basis to ensure the shortfall between the income generated by the Schools and Education Safeguarding Team through the safeguarding training and the £33,000 committed is met.	0.013	0.013	0.013	
22	Funding to support an expanding school – exempt report	24 April 2014 - Agenda Item 14	Funding to support an expanding school	0.164	0.117		

No		Date Approved	Funding Narrative	2014/15 £m	2015/16 £m	2016/17 £m	Other Comments
23	Late Admissions to Schools	DfE	Requirement to fund any pupils admitted late to schools.	0.290			
24	Additional growth funding	16 Oct 2014 – Agenda item 10	To fund the shortfall of funding required so support the growth of school places in 2014/15.	0.513	0.099		Slippage of £0.099m from 2014/15 into 2015/16 as per report to Schools Forum 23 April 2015. Underspend included in £5.815m.
25	Funding to support an expanding school – exempt report	16 Oct 2014 – Agenda item 14	Funding to support an expanding school	0.165	0.150		
26	Deficit Funding	DfE	Deficit budgets from converting schools	<del>0.270</del>	0.324		Currently estimated. Payment potentially required in 2015/16.
27	Business Rate Funding	DfE	Backdated business rate charge to Farnborough	0.206			The DSG has to fund the cost of business rates.
28	Enhancing Capacity	23 April 2015 – Agenda item 8	Fund the support required to undertake specific work required to enhance and deepen the support and challenge we can provide in relation to securing improvements in the effectiveness of our city schools and academies.		0.061		
29	Strategic Alliance Activity	23 April 2015 – Agenda item 9	Develop a citywide strategic alliance and fund focussed improvement activities. City Council has agreed to match fund £0.600m to the project.		0.600		
30	Alternative Educational Provision Increased Costs	DfE	Increased costs of AP (April – July) and an increase in pupil growth for 2015/16.		1.109		A report needs to be presented to SF in September to provide an update on this position.
<b>TOTAL COMMITTED</b>				<b>2.898</b>	<b>5.826</b>	<b>4.212</b>	
<b>CUMULATIVE TOTAL</b>					<b>12.936</b>		
<b>BALANCE REMAINING</b>					<b>5.747</b>		



## SCHOOLS FORUM WORK PROGRAMME

Title of report	Report or presentation	Author – name, title, telephone number, email address
<b>24 September 2015</b>		
1 Presentation from catering	Presentation	
2 Update on the pupil growth contingency fund	Verbal update	Lucy Juby, Project Manager, School Organisation Tel: 0115 8765041 Email: <a href="mailto:lucy.juby@nottinghamcity.gov.uk">lucy.juby@nottinghamcity.gov.uk</a>
3 Fair Funding Scheme	Report	Ceri Walters, Finance Business Partner, Children and Adults Tel: 0115 8764128 Email: <a href="mailto:ceri.walters@nottinghamcity.gov.uk">ceri.walters@nottinghamcity.gov.uk</a>
4 Opportunity Notts		Martin Smith, Sports, Outdoor Learning, Adventure and Safety Management Services Manager Tel: 0115 9476202 Email: <a href="mailto:martin.smith@collegest.org.uk">martin.smith@collegest.org.uk</a>
5 Behaviour Support Team funding	Report	Trish Haw, Behaviour Support Team Tel: 0115 8764233 Email: <a href="mailto:trish.haw@nottinghamcity.gov.uk">trish.haw@nottinghamcity.gov.uk</a>

Page 57

Agenda Item 8

### Deadlines for submission of reports

Date of meeting	Draft reports (10.00 am)	Final reports (10.00 am)
24 September 2015	3 September	14 September
22 October 2015	1 October	12 October

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