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## THE SCHOOLS FORUM

**Wednesday, 14<sup>th</sup> October, 2015 at 5.30 pm in the Chace Community School, Churchbury Lane, Enfield EN1 3HQ**

### Membership:

#### Schools Members:

##### Maintained Schools:

Governors: Mr B Grayston (Primary) (Chair), Ms N Conway (Primary), Cllr I Cranfield (Primary), Mrs J Leach (Special), Mrs L Sless (Primary), Mr T McGee (Secondary), Mr G Stubberfield (Secondary)

Headteachers: Mrs P Alder (Primary), Vacancy (Secondary), Mr B Goddard (Secondary), Mr G Lefley (Pupil Referral Unit), Mrs S Moore (Primary), Mrs P Rutherford (Secondary), Mr P Smith (Primary), Mrs P De Rosa (Special), Mr R Yarwood (Primary)

Academies: Mr M Lees, Ms R Stanley-McKenzie

#### Non-Schools Members:

Chair of Children's Services Scrutiny Panel Cllr R Simbodyal

Early Years Provider Mrs S Roberts

14-19 Partnership Mr K Hintz

Teachers' Committee Mr S McNamara

Assistant Director Education Ms J Tosh

Head of Behaviour Support Mr J Carrick

#### Observers:

Cabinet Member Cllr A Orhan

Education Funding Agency Ms B Pennekett

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**MEMBERS ARE INVITED TO ARRIVE AT 17:15PM  
WHEN SANDWICHES WILL BE PROVIDED  
ENABLING A PROMPT START AT 17:30PM**

1. **AGENDA** (Pages 1 - 4)
2. **MEETING PAPERS** (Pages 5 - 30)



# SCHOOLS FORUM

Meeting to be held from **17:30** on **Wednesday 14 October 2015**

Venue: **Chace Community School, Churchbury Lane, Enfield, EN1 3HQ**

(NOTE: Sangeeta Brown, Resources Development Manager - 07956 539613)

## Schools Members:

Governors: Ms I Cranfield (Primary): Chair, Mr Clark (Primary), Mrs J Leach (Special), Mrs L Sless (Primary), Mr T McGee (Secondary), Mr G Stubberfield (Secondary), Vacancy (Primary)

Headteachers: Ms M Hurst (Pupil Referral Unit), Ms A Gaudencio (Primary), Mr B Goddard (Secondary), Ms A Nicou (Primary), Mr P De Rosa (Special), Mrs S Warrington (Secondary), Vacancy (3 x Primary)

Academies: Ms R Stanley-McKenzie. Vacancy

## Non-Schools Members:

Chair of Overview and Scrutiny Committee	Cllr D Levy
16 - 19 Partnership	Mr K Hintz
Teachers' Committee	Mr S McNamara
Education Professional	Vacancy
Head of Behaviour Support	Mr J Carrick
Early Years Provider	Mrs S Roberts

## Observers:

Cabinet Member	Cllr A Orhan
Education Funding Agency	Ms B Pennekett

**MEMBERS ARE INVITED TO ARRIVE AT 17:15**  
**WHEN SANDWICHES WILL BE PROVIDED**  
**ENABLING A PROMPT START AT 17:30**

## **AGENDA**

(Target time)

(17:30)

### **1. MEMBERSHIP AND APOLOGIES FOR ABSENCE**

To note:

- a) Ms Burgess had tendered her resignation as a member of the Enfield Schools Forum because she had moved to another Academy Trust outside Enfield. A nomination to replace Ms Burgess will be sought from the Enfield academies;
- b) Ms Heather Knightley, Ms Helen Thomas and Ms Hilary Ballantine have been nominated by the Primary Headteachers Conference to fill the three Headteacher vacancies.
- c) The Terms of Office for Mrs Roberts come to an end in July 2015. The Forum is advised that nominations were sought from the Early Years Private, Voluntary and Independent providers for the position of the Early Years representative on the Schools Forum but no nominations were received. The Authority will write again to seek a nomination from the providers.

### **2. DECLARATION OF INTEREST**

Members are invited to identify any personal or prejudicial interests relevant to items on the agenda. A definition of personal and prejudicial interests has been attached for members' information.

(17:45)

**3. MINUTES AND MATTERS ARISING FROM THE MINUTES**

- (a) School Forum meeting held on 08 July 2015 (*attached*)
- (b) Education Resources Group (formerly the Commissioning Group) (*attached*)
- (c) Matters arising from these minutes.

(17:50)

**4. ITEM FOR DISCUSSION & DECISION**

- (a) Schools Budget: Outturn Report 2014/15 (*attached*)
- (b) School Balances and Recycling of Balances for Financial Year 2014/15 (*attached*)
- (c) Schools Budget Update 2015/16 and 2016/17: Update (*attached*)

(19:00)

**5. ITEM FOR INFORMATION**

- (a) Schools Finance Board (*Verbal Update*)

(19:10)

**6. WORKPLAN (*attached*)**

**7. ANY OTHER BUSINESS**

**8. FUTURE MEETINGS**

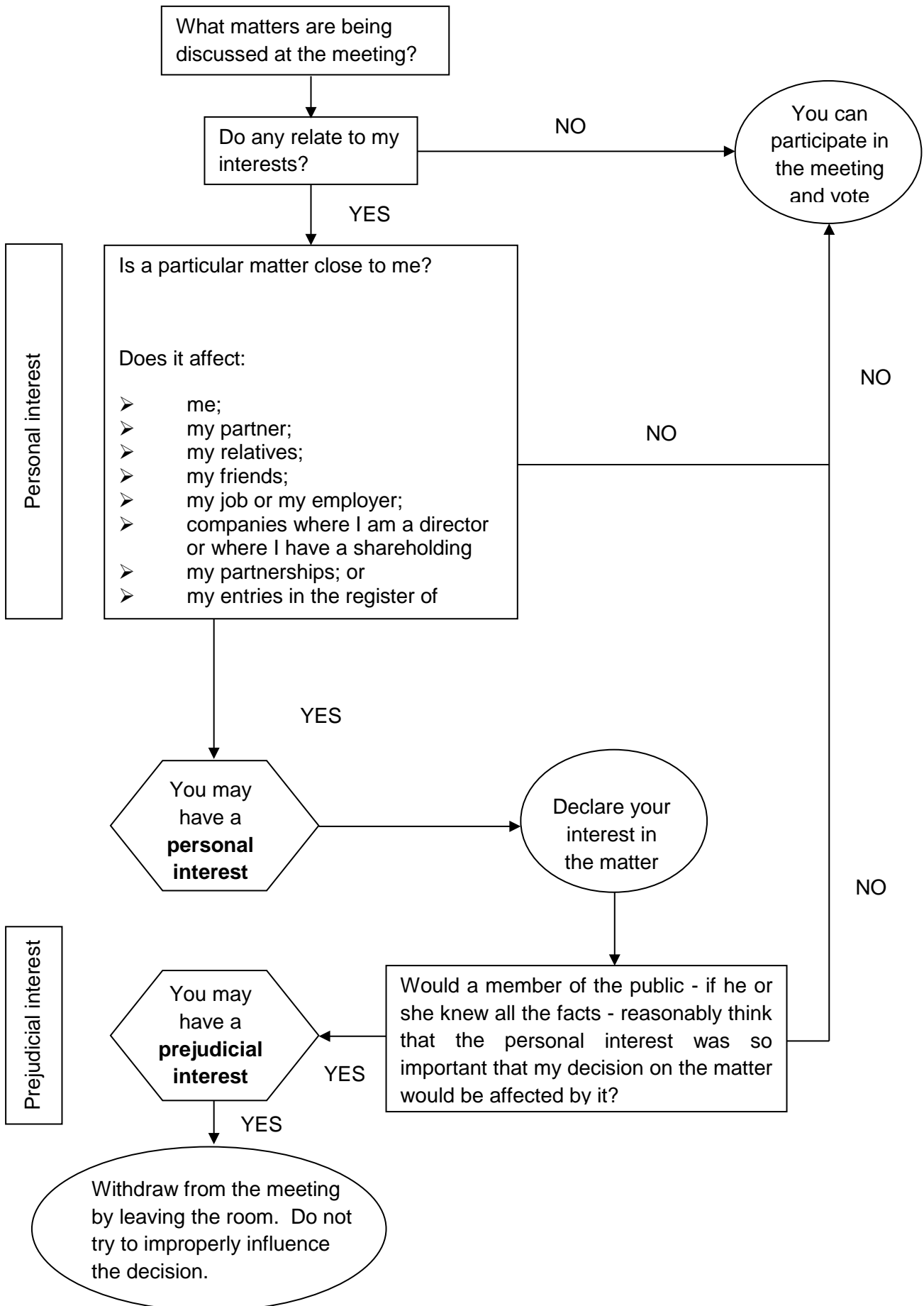
- (a) Date of next meeting is Wednesday 9 December 2015 at 5.30pm at Chace Community School;
- (b) Proposed dates for future meetings:
  - 20 January 2016
  - 02 March 2016
  - ?? May 2016
  - 06 July 2016
  - 12 October 2016
  - 18 January 2017
  - 01 March 2017
  - 19 April 2017
  - 05 July 2017

**9. CONFIDENTIALITY**

To consider which items should be treated as confidential.

# DECLARING INTERESTS FLOWCHART

## QUESTIONS TO ASK YOURSELF



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**MINUTES OF THE SCHOOLS FORUM MEETING****Held on Wednesday 8 July 2015 at Enfield County School****Schools Members:**

Governors: Ms I Cranfield (Primary) Chair, Mrs J Ellerby (Primary), Mrs J Leach (Special), Mrs L Sless (Primary), Mr T McGee (Secondary), *Mr G Stubberfield (Secondary)*, Mr Clark (Primary)

Headteachers: *Ms A Gaudencio (Primary)*, Mr B Goddard (Secondary), Ms M Hurst (Pupil Referral Unit), *Ms A Nicou (Primary)*, Mrs P Rutherford (Secondary), *Mr P Smith (Primary)*, *Mr P De Rosa (Special)*, *Mrs S Warrington (Secondary)*, *Mr R Yarwood (Primary)*

Academies: *Ms A Burgess*, Ms R Stanley-McKenzie

**Non-Schools Members:**

Chair of Overview and Scrutiny Committee

Cllr D Levy

16 - 19 Partnership

*Mr K Hintz*

Teachers' Committee

*Mr S McNamara*

Assistant Director Education

Ms J Tosh

Head of Behaviour Support

Mr J Carrick

Early Years Provider

Mrs S Roberts

**Observers:**

Cabinet Member

Cllr A Orhan

Education Funding Agency

*Ms B Pennekett*

**Also attending:**

Headteacher

Paul Woods

Headteacher

Helen Pearson

Assistant Finance Business Partner

Mrs L McNamara

Resources Development Manager

Mrs S Brown

Resources Development Officer

Ms J Bedford

*\* Italics denote absence*

As this was the first municipal meeting of the year, Mrs Brown opened the meeting.

**1. MEMBERSHIP AND APOLOGIES FOR ABSENCE****a) Apologies for Absence**

Apologies for absence were received from Ms Burgess, Mr De Rosa, Ms Gaudencio, Ms Nicou, Mrs Warrington, Mr Yarwood and Mr Hintz.

Absences were also noted for Mr Stubberfield and Mr McNamara.

**Clerk's Note:** Mrs Cranfield arrived at this point.

**b) Membership**

**Reported that:**

- Cllr Levy had been appointed as the new Chair of Overview and Scrutiny Committee;
- Mrs Ellerby had been nominated to fill the Primary Governor vacancy;
- Terms of office for Mrs Sless, Mrs Leach and Mr Hintz had come to end and they had been re-appointed;
- Nominations had been sought for the Early Years representative and an update was awaited on the outcome of the nomination process;
- This was the last Schools Forum meeting for the following members:  
Mrs Rutherford was resigning as a member of the Schools Forum;  
Mr Yarwood was moving on to a new position in the Autumn as the Headteacher of Oaktree Special School;

Mr Smith was due to retire as Headteacher of Grange Park School at the end of the Summer term;

Ms Tosh had been appointed Chief Education Officer and so was no longer eligible to be a member of the Forum. It was stated that Ms Tosh would attend future meetings of the Forum as an Observer.

The Forum thanked all the members who were due to leave the Forum after this meeting. Special thanks were extended to Mrs Rutherford for her commitment and support to the Forum and also for hosting the Schools Forum meetings at Enfield County School.

The Forum welcomed both Cllr Levy and Mrs Ellerby to the Forum.

Noted once all the above changes were assessed in line with Enfield's pupil numbers, there was a need to seek nominations for three primary Headteacher representatives.

**Resolved** to seek nominations for the three Headteacher representative vacancies from the Primary Headteachers' Conference.

**ACTION: Mrs Brown**

## 2. DECLARATION OF INTEREST

There were no declarations of interest.

## 3. ITEM FOR DECISION

### (a) Election of Chair of the Schools Forum for the municipal year (2015/16)

Mrs Brown invited nominations for the position of Chair of the Schools Forum.

**Received** a nomination for Mrs Cranfield from Mrs Sless which was seconded by Mrs Leach;

**Resolved:** Mrs Cranfield was elected as Chair of the Schools Forum for the municipal year 2015/16.

**Clerk's note:** Mrs Cranfield thanked Mrs Brown and took over as Chair.

### (b) Election of Vice Chair of the Schools Forum for the municipal year (2015/16)

**Received** a nomination for Mrs Sless from Mrs Cranfield which was seconded by Mrs Ellerby;

**Resolved:** Mrs Sless was elected as Vice Chair of the Schools Forum for the municipal year 2015/16.

## 4. MINUTES

### Schools Forum Meeting held 4 March 2015

**Received** and agreed the minutes of the meeting of the Schools Forum held on 4 March 2015, a copy of which is included in the Minute Book.

## 5. ITEM FOR PRESENTATION

### Support to Schools in Financial Difficulties - Update

Ms Pearson and Mr Woods attended for this item.

**Received** a report providing an update on the support provided to Schools in Financial Difficulties, a copy of which is included in the Minute Book.

**Reported** both Mr Wood's and Ms Pearson's schools had benefited from the funding provided by the Schools Forum and were attending to provide a brief presentation to the Forum on the use and impact the funding had had on their schools.

The Forum received presentations from Mr Wood and Ms Pearson.

**Noted:**



- (a) Mr Woods began by providing the changed context of the School. In January 2015, Bishop Stopford's School had been inspected and the Ofsted judgement had moved from 'Requires Improvement' to 'Good' with behaviour being judged as Outstanding. Mr Woods explained the improvement in the Ofsted judgement was due to the hard work of everyone at the School. The changes required included a review of the leadership and staffing structure to support improvements in teaching & learning and making the School outward-facing by forging links with primary schools in the area. The School was now in a much more positive position with improved results and value added. As a result, the number of pupils due to start in Year 7 from September 2015 was increasing.

It was acknowledged that the School had experienced a dip in pupil numbers over the last few years and the adverse financial impact of this would take a long time to turn around. However, the changes the Schools had made would support the planned financial recovery. Mr Woods stated that he was proud of his School and students. When he had first joined the School, he found that there was nothing in place for students to share their concerns, so with the advice and guidance of other Enfield Headteachers, Mr Woods had set up, with the help of the students and staff, the 'Student Voice' and began the process of changing the culture in the School so everyone felt and were a part of the School.

The funding from the Schools Forum had provided a much needed injection to cash to improve the building environment. In discussion with Student Voice and staff, the funding was used to:

- improve the playground. Previously, the playground was referred to as the 'prison yard' and was not a welcoming space for students to use. The creation of shaded and sitting areas and breaking up the space had created a more inviting space for students to use;
- refurbish and improve the student entrance area.

**Clerk's Note:** Ms Tosh arrived at this point.

The changes had a positive impact on the students and made them respect their environment. Further works were planned with remainder of the money. These included refurbishing some of the classrooms and corridor areas, the boys' toilets and updating the ICT suite and equipment.

The Schools Forum thanked Mr Woods for his presentation. It was remarked that it was good to see the difference the money had made to support improvements at the School. The Forum noted the warmth and affection Mr Woods showed, while speaking, for the students, staff and the School.

Mr Woods thanked the Schools Forum for providing the funding to enable a fundamental change in the look and feel of the School. Mr Woods felt this funding had been cost effective and completely transformed the School and was a contributing factor for the additional 40 pupils due to start in September 2015.

As Mr Woods had stated the funding provided by the Forum could support an ongoing vision for the Schools Forum, it was remarked how a small input could lead to a fundamental change in the perception of a school. Before the works had been carried out, Forum members that had visited the School had found it in desperate need of improvements and the funding had helped to make small improvements but had changed the perception of the students and staff of their environment. The members felt it was important to support Mr Woods and other schools in a similar position and ensure that everyone challenged any negativity expressed about schools in Enfield.

**Clerk's Note:** Mr Woods left at this point.

- (b) Mrs Pearson started by giving some context and background on her School, De Bohun Primary. She explained that when she joined the School it was in a category and the School buildings had received negative coverage from the national press. With difficult challenges, including a building in need of attention and significant improvements required in teaching, Ms Pearson and the Governing Body's objective from the outset was to work to move the

School to 'Outstanding'.

Ms Pearson, with the support of the staff, other Enfield Headteachers and Local Authority officers, had worked hard to turn the School around. The financial support from the Forum was welcomed and helped to fund much needed improvements to the ICT infrastructure and replace outdated equipment. The funding was also used to purchase some urgently required resources to support pupils with English as an additional language.

The hard work had meant the SATs results for the School had improved considerably, the un-validated results for this year being among the highest results in the Borough. The perception of the School was also changing among staff, pupils and parents. This could be seen by the increase in the number of pupils expected to join the School in September 2015.

The School was still working hard to continue to improve with a view to becoming 'Outstanding'. The School was focussing on inclusion by improving the facilities available for pupils in the Autism unit and also strengthening the links being built with Southgate School and Barnet and Southgate College. Further works to the building still needed to be carried out and the School was working with the Local Authority on arranging these.

Mrs Pearson thanked the Schools Forum on behalf of the pupils, staff and governors for the funding to make the vital improvements and enabling her to share with the Forum the positive impact the funding had had for everyone at the School.

The Schools Forum thanked Ms Pearson for the presentation and for sharing the positive work being done at the School as a result of her insightful and inspirational vision.

**Clerk's Note:** As there were no primary Headteacher representatives at the meeting, Ms Pearson agreed to remain for the rest of the meeting to represent primary Headteachers.

## **6. ITEMS FOR DISCUSSION AND DECISION**

### **a) School Funding Review 2015/16**

**Received** a report providing a summary of the outcome from the School Funding Review 2015/16, a copy of which is included in the Minute Book.

Reported that, for ease of reference, the report was in three parts. The first provided funding information against national comparators, the second information related to Enfield schools and the final part looked into the changes in free school meal eligibility from 2011/12 to 2015/16.

#### **Noted:**

- (i) It was questioned why Enfield was reported as having the second highest pupil numbers for secondary schools. It was stated that this reflected the recent experience locally of more Enfield children going to schools in other boroughs, especially Barnet. One of the key reasons for this change was the establishment of a new academy on the Borough boundary. The Forum view was that the border issues needed to be addressed.
- (ii) It was observed that there was some information included on the percentage of funding delegated but it would be helpful if this information could be expanded and compared against outer London authorities and also Enfield's statistical neighbours. It was stated that this would be carried out.
- (iii) The Forum expressed their concern at the significant drop in the percentage of pupils eligible for free school meals. It was observed that Enfield had areas with a high level of deprivation and that the reduction in free school meals eligibility was possibly due to the welfare benefit reforms.

It was queried whether an analysis had been carried out on the impact for pupils with no recourse to public funds. It was stated that a separate analysis had not been carried out. In general, these pupils would not be eligible for free school meals but if reported on the Pupil Census as pupils in their first three years in the British education system, then they

would attract funding for English as an additional language.

- (iv) The analysis of the Enfield DSG showed the funding delegated to individual schools either increased or decreased where there had been contextual changes, such as pupil numbers or number of pupils eligible for free school meals.

**Clerk's note:** Mr McGee left at this point

- (v) It was questioned how many schools had submitted a budget projecting a deficit position at the end of 2015/16. It was stated that there were the four known schools, plus two possible others. The Authority was due to meet the other two schools to further understand their return and consider and agree a way forward. It was then questioned how many schools were predicting a deficit position at the end of Years 2 and 3. It was stated that this information was not available for the meeting.

The Headteacher representatives commented that schools had reported that they were facing challenges in balancing their budgets. It was understood that the Authority had written to schools that had submitted budget returns that did not balance over a three year period, asking each school to review its budget and provide a revised return by October 2015. Headteachers were concerned that this did not allow sufficient time to carry out a review and had asked that the deadline be extended to December 2015.

The financial pressures facing Enfield schools and how individual schools could be supported were then discussed by the Forum. It was suggested that the financial difficulties being faced by schools needed to be shared with the local Members of Parliament. The Forum accepted that this may be the best way to raise awareness of the effect of national policies and continued reduction in funding on schools attempting to maintain and raise standards and outcomes for pupils.

- (vi) The Forum was advised that Headteacher representatives had met with the Chief Executive and set up a task and finish group to review the funding available to support education. The work of the task group was limited to four meetings and any actions arising from the work of the group would become the remit of the Commissioning Group and the Schools Forum.

**Resolved to:**

- note the report;
- arrange an additional meeting in September 2015 and invite Enfield's Members of Parliament to this meeting.

**ACTION: Ms Cranfield and Mrs Brown**

**b) SEND & High Needs Places - Update**

**Received** a report providing an update on the SEND and High Needs Places, a copy of which is included in the Minute Book.

**Reported** a report provided the Forum with a brief update on the provision for pupils with Special Educational Needs.

**Noted:**

- (i) The review on the Additionally Resourced Provision (ARPs) was continuing.
- (ii) The number of pupils with social, emotional and mental health issues (SEMH) was continuing to rise and now included both boys and girls excluded from primary and secondary schools.

It was stated that the increase was due to a variety of factors including families with children with challenging needs either moving or being moved into the Borough. Some families and their children had experienced a number of moves, both in housing and schooling, in a short space of time. This had impacted on the children's social, emotional and mental health. The Authority was working with the Pupil Referral Unit (PRU) to manage the increase in numbers but this did mean the Unit was unable to

work with schools on early intervention.

The PRU supported students as necessary. The aim was to reintegrate students into a mainstream setting. The length of time a student remained at the PRU varied, as did the time required to reintegrate a student back into a mainstream school. To date, 30 students have reintegrated into mainstream schools, with a 70% success rate.

- (iii) The Additionally Resourced Provision at St Mary's was supporting pupils with very complex needs and was by default becoming a special provision.
- (iv) The Authority was in discussion with Headteachers and other key stakeholders on how to deliver the support required by pupils with SEMH. This included considering how services could be reshaped, within the available resources, to meet the needs of known children and young people within Enfield and also enable the work required on early intervention for newly identified children and young people.

It was commented that it was important to limit the number of professionals families had to deal with at any one time by ensuring the support and intervention provided to children and young people and their families was timely and effectively co-ordinated, using a stepped approach.

- (v) Work needed to continue to ensure that children and young people were placed in the right provision in-borough to meet their needs and as far as possible not placed out-borough.

It was observed within mainstream schools a large amount of SENCO time was spent on children who may not be Enfield children and young people. Legally, a parent of a child with an Education, Health and Care Plan / Statement was able to state where they would like their child to be schooled and then appropriate support had to be provided to meet their needs.

The Forum noted the update.

**Clerk's note:** Mrs Tosh and Mr Goddard left at this point

**c) Schools Budget: 2015/16 and Funding: 2016/17 - Update**

**Reported** there was no update to report on the DSG for 2015/16 and information was awaited from the DfE on the school funding arrangements for 2016/17. The Forum were reminded, as part of the budget setting process for 2016/17, consideration will need to be given on how to bridge the £2.5m gap filled in 2015/16 by use of reserves.

**7. WORKPLAN**

Any additional items arising from the meeting would be added to the workplan.

**ACTION: Mrs Brown**

**8. FUTURE MEETINGS**

**Noted:**

- (a) The next meeting would be held on Wednesday 14 October 2015 at Chace Community School.
- (b) Dates of future meetings were as follows:
  - September 2015 – to be confirmed.
  - 09 December 2015
  - 20 January 2015
  - 02 March 2016

**9. CONFIDENTIALITY**

No items were considered to be confidential.

## MINUTES OF COMMISSIONING GROUP MEETING 15 September 2015

### Membership:

*Eve Stickler* (Chair), *Annie Gaudencio*, Bruce Goddard, Julie Messer, Peter De Rosa, Jenny Tosh, *Jayne Fitzgerald*, Louise McNamara, Sangeeta Brown

cc Schools Forum, DMT

- *Italics* denote absence

### **1. Membership and Apologies for absence**

Apologies for absence were received from Eve Stickler, Annie Gaudencio, Peter De Rosa and Jayne Fitzgerald.

Noted the membership of the group would need to be reviewed once the terms of reference for the new Education Resources Group (later on the agenda) had been discussed.

The Group were advised that as part of the Council's Enfield 2017 Programme, there would be changes in how finance support will be provided in the future. The changes included a move towards a generic Finance team from the current arrangement of specialist teams. Following the initial implementation, Jayne Fitzgerald will be moving onto to work in another area of finance and Neil Goddard had been appointed as Head of Budget Support; which included responsibility for Schools and Education Budgets. The support provided by Louise and the rest of the Finance team was also subject to the Enfield 2017 review. It was stated the Group would be kept updated on further developments.

### **2. Minutes of the last meeting and matters arising**

(i) The minutes of the meeting held on 16 June 2015 were agreed.

(ii) School Budget 2015 –16 Update

Reported a letter had been sent by Ingrid Cranfield, Chair of Schools Forum inviting the three local MPs to meet with the Forum. Joan Ryan had responded and confirmed that she would be able to meet on 30 October 2105 at 10am, but no replies had been received from Kate Osamor and David Burrowes. It was noted that the date suggested by Joan Ryan was during the half term holidays, so an alternative date would need to be sought.

Action: Sangeeta Brown

### **3. Draft Terms of Reference**

Reported, following the discussions at the last meeting of the group, the draft terms of reference the new Education Resource Group were circulated for comment and agreement.

Noted:

(a) The main focus for new group would be to consider resources affecting schools and not the other areas.

(b) It was suggested that the terms of reference needed to include reference to the formal decision making and approval process. It was stated that the Group's remit would be to consider proposals and advise to the Schools Forum and other groups on behalf of all schools.

It was suggested then there needed to be a formal mechanism for reporting the discussion of the group.

Agreed to accept the draft terms of reference with the following inclusion:

#### Accountability and Reporting (Paragraph 4)

Any feedback and discussions from the Group will be summarised and reported.

### **4. School Balances**

Reported the paper provided information on balances held by maintained schools as at 31 March 2015. The Group were advised that there was an error in paragraph 3.1 and the balances reported did not include those held for community focussed activities.

Noted:

- (a) The level of balances held by schools had reduced to £11.097m from £13.399m;
- (b) It was questioned why there was such a variation in the balances held by schools, with some schools reporting significant levels of balances. It was stated that the reason some schools had accrued high level of balances was to support planned expenditure to carry out improvements to their school. The analysis carried out had indicated there was some relationship for primary voluntary aided and secondary schools in terms of size of school and the level of balances but the sample was too small to draw any meaningful conclusions.

It was commented that there were some schools with small level of balances and whether this was followed up with the school concerned. It was, further, queried whether the balances, especially if held over a number of years, were also scrutinised with the schools concerned. It was stated that the process in place had been reviewed and a more rigorous process had been put in place. The revised process considered the balances held by schools and also all the other aspect of financial management for each school.

- (c) There was concern that the balances held by PFI schools were very low. It was commented as PFI schools had no flexibility in the management of contracts for facilities management that this may become an issue going forward and create financial difficulties for these schools.
- (d) The other issue that was likely to affect schools included the drop in the number of pupils eligible for free school meals and the consequent loss in both the delegated and pupil premium funding provided to support pupils from a deprived background.
- (e) The template to support schools in financial difficulties was to ensure there was consistency in how schools in this situation were supported. It was stated that the template had been circulated to schools in financial difficulties and depending on their feedback may be amended.

It was suggested that the template be amended to remove the loan section and also consideration be given for the template to be based on the budget headings used for financial monitoring with columns to show any financial revisions and supporting comments. It was viewed that not all the headings in the current template may be relevant to support the recovery plan, e.g. a strategy might be to increase contact time but this was unlikely to effect change in the delivery of the curriculum.

- (f) It was remarked that a reminder email had been sent to schools that were predicting in their working budget a deficit in Year 2 or 3, when it had been agreed at the Schools Finance Board that the deadline would be extended to Christmas. The Group were given an apology for sending the reminder email and advised that it was done in error. It was confirmed a further email would be sent to the schools concerned with an apology and the revised date for the returns.
- (g) There was a concern that there was no induction training on financial management provided to new Headteachers. It was noted that previously there had been a mentoring programme available for supporting new primary Headteachers. It was suggested that the induction programme needed to be developed with focus on finance. It was stated that an induction programme had been introduced but this will be reviewed to ensure there was sufficient support in terms of finance.

Agreed to:

- send another email to schools confirming the revised deadline for submitting a reviewed working budget;
- review the current induction training available for new Headteachers.

Action: Jayne Fitzgerald

Action: Sangeeta Brown & Kathy Hall

## 5. Schools Budget – 2016/17

Reported some information was available for next year and this information was being used to start work on the budget for 2016/17.

Noted:

- (a) The Group were reminded that the DSG carry forward had been used to balance the budget for 2015/16 and the key issue for 2016/17 would be to consider and agree how the shortfall in funding will be met.
- (b) At their last meeting, the School Finance Board had reviewed the central services funded from the DSG. It was commented that there was a need to understand the services provided only to maintained schools and those provided to both academies and maintained schools. It was stated that there was a statutory requirements for some services to be provided, whilst others were through an SLA or trading arrangements. It was remarked there was a need to understand the impact of the conversion to an academy.

It was observed if maintained schools received the same service as academies what was the point of converting and schools could access the Local Authority services in either same or different way.

- (c) To enable a full discussion on the budget, there might be a need to have extra meetings of the group. It stated that a timeline for the budget process had been drafted and would be shared with the group.

Agreed to include the draft timeline for the budget process with the minutes.

Action: Sangeeta Brown

## 6. Scheme for Financing (2015/16) – Revisions

An apology was made to the group for the late circulation of this item.

Reported the DfE had advised on some late changes to the regulations governing the Scheme for Financing. The changes related to extending the requirements for the Register of Business Interest and also an update regarding borrowing by schools.

Noted:

- (a) The revisions required individuals to declare any relationships they may have with other members of staff or other governors. It was questioned what was meant by this. It was stated that this would be any relationships that individual with finance responsibilities with other staff or governors. It was requested that this be further clarified.
- (b) It was observed that some of the larger primary schools were the same size as the secondary schools and whether the current limits for monthly spend for Business Cards could be increased to reflect the size of school. It was stated that consideration would be given to increasing the limit.

Agreed to:

- clarify the requirements to declare any relationship on the register of business interest;
- consider increasing the monthly spend limit for Business Cards for primary schools.

Action: Sangeeta Brown

## 7. Workplan

Noted the workplan.

## 8. Dates of meetings for the Commissioning Group

Dates of future meeting confirmed as:

Group	Date	Time	Venue	Comment
Education Resources Group	6 October 15	8.15 - 10.15am		
Education Resources Group	12 January 15	8.15 - 10.15am		
Schools Forum	14 October 15	5.30 - 7.30pm	Chace Community	
Schools Forum	9 December 15	5.30 - 7.30pm		
Schools Forum	20 January 16	5.30 - 7.30pm		

## MUNICIPAL YEAR 2014/15 REPORT NO. **5**

**MEETING TITLE AND DATE:**  
Schools Forum 14<sup>th</sup> October 2015

<b>Agenda – Part: 1</b>	<b>Item: 4a</b>
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**REPORT OF:**  
Director of Finance, Resources &  
Customer Services

<b>Subject: Schools Budget 2014/15 Outturn Report</b>
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**Contact officer and telephone number:**

Jayne Fitzgerald

E mail: jayne.fitzgerald@enfield.gov.uk

### 1. EXECUTIVE SUMMARY

1.1. This report provides a review of the schools budget revenue expenditure for 2014/15 which resulted in a year-end balance of £6.024m being carried forward into 2015/16. The reasons for the variances are described below and a summary of the schools' outturn position is also included.

### 2. RECOMMENDATIONS

2.1 To note the contents of the report

### 3. BACKGROUND

3.1 The original estimate of DSG due to be received amounted to £294.458m (before academies recoupment) and budget allocations were agreed within this level of resources. Subsequent adjustments resulted in the final DSG being £294.523m as in year early years adjustments were slightly higher than estimated, as shown in the table below.

	£'000s
Original estimate of DSG	294,458
Additional Early Years Funding	65
Gross DSG 2014/15	294,523
Academies Recoupment Transfer	-34,679
Net DSG 2014/15	<b>259,844</b>

### 4. REASONS FOR VARIATIONS FROM ORIGINAL BUDGET



4.1 The following table provides an analysis of the reasons for budget variances and the amounts. A minus sign indicates reduced expenditure or additional income.

<b>Schools and Children's Services - Schools Budget</b>	<b>Outturn Variations 2014/15</b>
	£000
<b><u>Post 16 High Needs Learners</u></b>	
Overspend due to increase in volume of high needs learners eligible for support	310
<b><u>Early Years</u></b>	
Increase in nos of 3-4 year olds in PVI settings after Jan headcount (221) and reduction in nos in maintained settings (-240)	-19
<b><u>2 Year Old Daycare Funding</u></b>	
Reduction in anticipated take-up	-888
<b><u>Admissions Service</u></b>	
Underspend in unplaced pupils budget which will be used for temporary provision in summer term	-153
<b><u>Outborough SEN Placements</u></b>	
Increase in demand for outborough High Needs places	960
<b><u>Speech Therapy</u></b>	
Underspend due to settlement for prior year charges being lower than estimated and reduction in cost for 14/15	-186
<b><u>Schools Maternity</u></b>	
Increase in claims to previous year	47
<b><u>Central Licences</u></b>	
Licence charge by DfE higher than estimated de-delegated amount	54
<b><u>Exclusions Appeals</u></b>	
Underspend to staff vacancies and reduced legal fees	-44
<b><u>Early Intervention Support Service</u></b>	
Overspend due to staffing costs to support the additional Child Assessment Framework	49
<b><u>School Budgets</u></b>	
Miscellaneous minor variances	-948
	-34
<b>TOTAL VARIATION</b>	<b>-852</b>

## 5. ACCUMULATED DSG CARRIED FORWARD

5.1 The following table sets out the cumulative resources available to the schools budget:

		£'000s
Balance brought forward 1 April 2014		<b>7,048</b>
Less Carry forwards applied in 2014/15		
Contribution to 14/15 Schools Budget	-1,380	
Earmarked Reserves	-496	-1,876
		<b>5,172</b>
2014/15:		
Underspend		852
<b>Total 2014/15 Carry Forward</b>		<b>6,024</b>
Earmarked carry forwards:		
Two Year Old Trajectory funding & EY Grant	-1,238	
School Fin Diff Contingency	-205	
Autism Contingency	-800	
Contribution to 15/16 School Formula	-2,573	-4,816
<b>Uncommitted Balance c/f 31 March 2015</b>		<b>1,208</b>

## 6. SCHOOLS' FINANCIAL POSITION

6.1 The following table summarises the end-of-year position for the schools' revenue and capital balances as at 31<sup>st</sup> March 2015.

Revenue	Primary	Secondary	Special	Total
	£	£	£	£
Brought forward 01/04/14	9,138,722	3,078,513	1,181,273	13,398,508
Carried forward 31/03/15	8,745,802	891,690	1,642,688	11,280,180
Change in balances	-392,920	-2,186,823	461,415	-2,118,328
% Change	-4.3%	-71%	39%	-15.8%
<b>Capital</b>				
Brought forward 01/04/14	900,852	1,131,845	48,405	2,081,102
Carried forward 31/03/15	669,357	938,520	55,002	1,662,879
Change in balances	-231,495	-193,325	-6,597	-418,223
% Change	-25.7%	-17%	13.6%	-20%

It can be seen that whilst the level of balances is still high, revenue balances have reduced for the third year running for primary and secondary schools. A separate report on the agenda provides details on the balances position for individual schools.

## MUNICIPAL YEAR 2015/2016 REPORT NO. 6

**MEETING TITLE AND DATE:**

Schools Forum 14 October 2015

**REPORT OF:**

Director of Children's Services

Contact officer and telephone number:

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Item:4b

Subject:

**School Balances and Recycling of Balances for Financial Year 2014/15****1. EXECUTIVE SUMMARY**

1.1. This report provides information on balances reported by maintained schools as at 31 March 2015.

**2. RECOMMENDATIONS**

2.1 Members are asked to note and comment on the contents of this report

**3 SUMMARY OF SCHOOL BALANCES 2014/15**

3.1 School revenue balances, including community focussed activities, at 31 March 2015 totalled **£11.097m** compared to balances brought forward on 1 April 2014 which totalled £13.399m. Details by sector are set out in **Table 1**.

**Table 1: Sector Balances:**

Sector	Balances at 31/03/2014 £'000s	% of Budget 2013/14 %	Balances at 31/03/2015 £'000s	% of Budget 2014/15 %	Net Movement in Year £000's
Primary	9,139	6.1	8,560	5.5	-579
Secondary	3,079	3.2	894	1.4	-2,185
Special	1,181	8.6	1,643	8.5	462
<b>Total</b>	<b>13,399</b>	<b>5.1</b>	<b>11,097</b>	<b>4.2</b>	<b>-2,302</b>

3.2 The overall sector percentage and the range of balances are detailed in **Table 2**:

**Table 2: Range of School Balances:**

Sector	Sector Average	Range of balances
Primary	5.37%	-4.77 to 16%
Secondary	0.57%	-7.77 to 2.55%
Special	8.26%	4.51 to 18.4 %

Details the balances on a school-by-school basis can be found on the appendix attached to Item 4a on the agenda.

**4. ANALYSIS OF BALANCES**

4.1 **Table 3** provides details of the balances from 20010/11 to 2014/15 for the three sectors. Balances in the primary and secondary sectors appear to be reducing now

year on year having peaked in 2011/12, but are staying fairly constant in the special sector

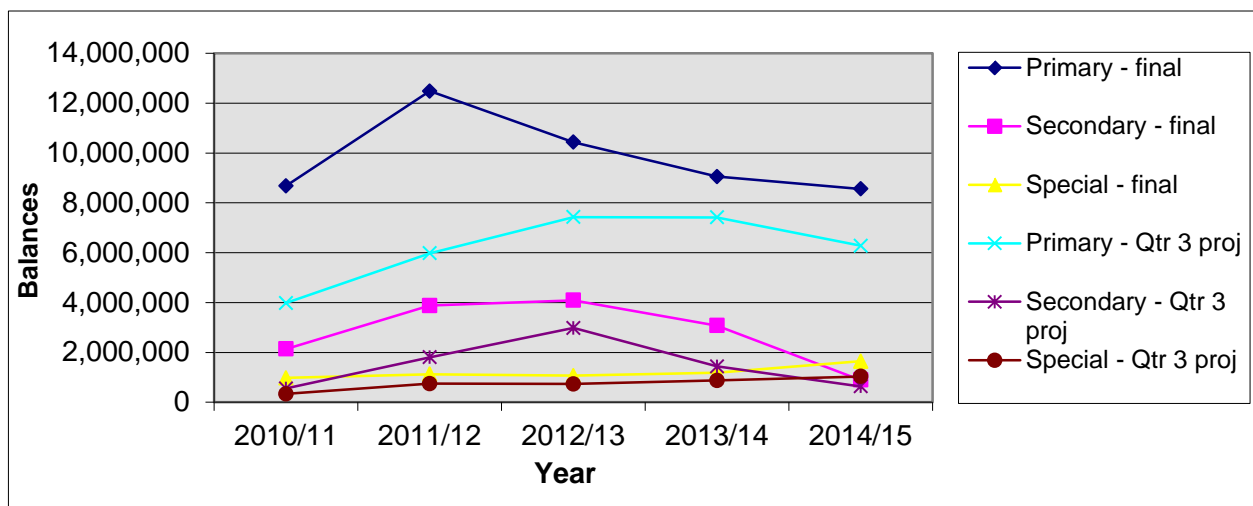
**Table 3:** Comparison of School Balances between 2010/11 and 2014/15:

Sector	2010/11		2011/12		2012/13		2013/14		2014/15	
	£'000s	%	£'000s	%	£'000s	%	£'000s	%	£'000s	%
Primary	8,682	6.9	12,481	9.2	10,604	7.5	9,139	6.1	8,560	5.5
Secondary	2,140	2.3	3,772	4.2	4,094	4.4	3,079	3.2	894	1.0
Special	979	8.0	1,129	8.8	1,068	8.1	1,181	8.6	1,643	9.7
<b>Total</b>	<b>11,801</b>	<b>5.1</b>	<b>17,382</b>	<b>7.3</b>	<b>15,766</b>	<b>6.4</b>	<b>13,399</b>	<b>5.1</b>	<b>11,097</b>	<b>4.2</b>

**4.2 Figure 1** below demonstrates that there continues to be a variance between the balances projected at quarter 3 and actual balances at the end of the year. The gap has narrowed over in the last two years for the secondary sector.

The Authority sought information from schools that had a significant variance between the balances projected at quarter 3 and actual balances at the end of the year. The main reasons for the variance were related to the staff that had left during the Spring term being covered internally, late receipt of the reimbursements and other funding.

**Figure 1:** Comparison of projected and actual balances



**4.3** An analysis was carried out as to whether there were any particular factors or reason, which affected the level of balances retained by schools. For the analysis, the size of school and number of pupils eligible for free school meals were assessed against the balances held by schools. The outcome of the assessment was that:

- Size: For primary schools overall, there was no correlation in terms of size of school. A further assessment for different types of primary schools was carried out: it was found for voluntary aided schools, there was a very slight negative relationship; as size of school increased, balances decreased. In relation to secondary and special, there was a slight positive relationship, as size increased so balances increased.
- Free school meals eligibility: Again there was no correlation for primary and also special schools overall. There was a slight positive relationship for VA schools. For secondary schools a slight negative relation; as balances increased, the number of pupils eligible for FSM decreased.

It should be noted that the samples showing the small relationships used a small number of school, so caution needs to be taken over any assumptions.

## 5. RECYCLING OF SCHOOL BALANCES

5.1 Since 2006/7, all Enfield schools have been provided with three year budgets and are required to submit three year expenditure plans, which address the priorities in their School Development Plans and also address surplus and deficit balances.

In line with the Scheme, the Local Authority monitors and challenges schools with large balances. It is in this context that information is sought annually from schools that hold balances above agreed thresholds as set out in the Scheme for Financing Maintained Schools (the Scheme).

5.2 It is a requirement of the Scheme that:

- accumulated balances above the threshold of 8% for primary and special schools and 5% for secondary schools be recycled unless the schools concerned have sought written agreement from the Local Authority to retain balances above the upper threshold;
- schools also report to the Authority on the intended use of balances as part of the year end, where the accumulated balances for primary and special schools exceed 8% or for secondary schools 5% of that year's budget share. The scheme allows for the recycling of balances, if the responses are considered to fall outside of the criteria for retaining such balances, i.e. they can be used to:
  - support prior year financial commitments
  - fund specific projects that are part of the School Development plan and three year budget.

The Scheme also stipulates the length of time money can be retained for a particular project. Devolved formula capital and community focussed balances including children's centres are excluded from consideration for recycling.

5.3 Balances above the upper threshold (8% for Primary & Special and 5% for Secondary schools)

In line with the Scheme, with the exception of two schools, all the affected schools informed the Authority that they would breach the upper limit by the deadline. The two schools were late in submitting their request. The Authority noted and accepted the reasons for retaining balances above the upper threshold from all the schools including the two schools late in notifying the Authority. The reason for also accepting the late request was because both schools had had a change in Headship and there are plans for one of the schools to move to a new site and the school is limiting expenditure in preparation for the move.

**Table 4** summarises the numbers and values of balances above the threshold.

**Table 4: Schools with Balances above the Upper Threshold:**

Sector	No of schools	% of schools in sector
Primary	9	14.8%
Secondary	1	15.4%
Special	2	16.7%
<b>Total</b>	<b>12</b>	<b>16.2%</b>

5.4 Balances above 8% for Primary and Special schools and 5% for Secondary Schools

In previous years, the limit for the upper threshold was above the basic threshold of 8% for Primary and Special schools and 5% for Secondary Schools. For 2014/15, the upper and basic thresholds were the same and schools with accumulated balances above the

basic threshold should have submitted a request to retain accumulated balances during the Spring term. For this reason, schools with balances above the basic threshold were not asked to resubmit information on the use of accumulated balances at the year end. Instead, the Authority assessed the outturn information submitted against the requests submitted in the Spring term to ensure they were broadly consistent with those approved in the Spring term.

It is recommended there is no recycling of balances as the information provided by the schools on use of balances was in line with the current requirements of the Scheme,

## **6 SCHEME AND OTHER UPDATES**

6.1 Since March 2012, the upper threshold for retaining balances has been lowered each year so that it is much more closely aligned to the basic threshold of 8% for Primary and Special and 5% for Secondary Schools. As stated above, the threshold for the upper limit for the year ending March 2015 was the same as the basic threshold.

6.2 It is recommended that the arrangements for the Scheme for Financing are amended slightly to reflect the process followed in 2014/15 for assessing retention of accumulated balances above the 8 and 5% threshold, that is:

- Primary & Special schools and Secondary Schools with balances above 8% and 5%, continue to submit a request to the Authority before the February half term to retain the surplus balances;
- The Authority confirms whether the request has been accepted or not;
- At the year-end the Authority assesses the outturn position with the requests for retaining balances and any variations are followed up with the school concerned. If the discussions with the schools highlights the need for recycling then the procedure outlined in the Scheme would be followed.

6.3 Since the introduction of the upper limit, the total number of schools retaining high levels of balances has reduced significantly from 81% to 16%. There are many reasons for the reduction including the School Funding Reforms introduced by the previous Government and continued to be followed by the current Government. These reforms have meant that Enfield schools have received funding on a flat cash basis over the last couple of years with no additional funding to meet the pressure of the pay awards, pension and National Insurance changes that have occurred during this period.

The Schools Forum asked at their last meeting for information on the number of schools who were unable to set a balanced budget over a three year period. Whilst the Authority is working with individual schools to confirm the working budget returns received from them. The initial return received indicated that six schools reported they would be in a deficit position at the end of the first year, 28 in the second and 36 in the third year. Further updates will be provided to this Group, as revised information is received and agreed with individual schools.

The Authority is working with the six schools indicating a deficit at the end of the first year. To support all schools in a consistent way, the attached process and template for a recovery plan has been developed. Members are asked to note and comment on the process and template for a recovery plan.

## MUNICIPAL YEAR 2015/16 REPORT NO. 7

**MEETING TITLE AND DATE:**  
Schools Forum – 14 October 2015

**REPORT OF:**  
Director of Finance, Resources &  
Customer Services

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	<b>Item: 4c</b>
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	<p><b>Subject:</b> <b>Schools Budget Update 2015/16 and 2016/17</b></p>

### 1. EXECUTIVE SUMMARY

This report summarises the latest 2015/16 DSG and current budget position and gives an early indication of DSG for 2016/17 and pressures/ savings to be accommodated within the forecast resources.

At the March meeting the estimated final 2015/16 DSG settlement including estimates of Early Years and NRA Growth adjustments was reported. A revised DSG notification was received in July 2015 including Early Years adjustments for 2 and 3&4 year olds based on the January 2015 census.

Latest monitoring on the 2015/16 schools budget forecasts a total overspend of £315k which is currently being met from contingency.

Forecast DSG resources for 2016/17 amount to £306.555m, however this will not be confirmed until the DSG settlement and data sets are announced in late December 2016. The draft budget shows that there is a predicted budget shortfall of £3.457m based on current data.

### 2. RECOMMENDATIONS

The contents of this report are noted.

### 3. SCHOOLS BUDGET 2015/16

### 3.1 DSG 2015/16

At the March Schools Forum meeting it was reported that the estimated final DSG settlement for 2015/16 was **£308.550m**, which included estimated funding for the Two Year Old offer, a forecast of the increase in funding to reflect an increase in the number of 3&4 year old places and estimated funding for pupil number growth in Non Recoupment Academies (NRAs) which will be funded for 2015-16 only.

In addition to the 2015/16 DSG allocation, Schools Forum also agreed an allocation of £2.573m from DSG Reserves to support the 2015/16 budget, resulting in total resources available for 2015-16 of **£311.123m**.

Details of funding received and how this has been allocated to the three funding blocks, as previously reported to Schools Forum, is set out in Table 1 below. At this stage of the financial year there is a potential shortfall of £1.295m due to variances in Early Years income and expenditure.

**Table 1 Summary of Funding and Draft Budgets by Funding Block**

<b>2015/16 DSG (Final)</b>	<b>Dec-14</b>	<b>July-15</b>	<b>Variance</b>
	<b>£0</b>	<b>£0</b>	<b>£0</b>
Schools Block incl NRA Transfer and estimated NRA Growth	256,110	256,126	16
Early Years Block 3&4 Year Olds	14,393	13,333	-1,060
Early Years Block 2 Year Olds	6,593	4,098	-2,495
Est Adj – 2 Year Old Funding – Jan 16	0	1,254	1,254
High Needs Block	31,454	31,458	4
<b>Total Estimated DSG 2014/15</b>	<b>308,550</b>	<b>306,269</b>	<b>-2,281</b>
Add Allocation of funding from Reserves	2,573	2,573	0
<b>Total DSG plus Reserve allocation</b>	<b>311,123</b>	<b>308,842</b>	<b>-2,281</b>
<b>Summary of Draft Budgets by Funding Block:</b>			
Schools Block	250,660	250,660	0
Early Years	20,311	19,325	-986
High Needs	40,152	40,1528	0
<b>Total Draft Budget</b>	<b>311,123</b>	<b>310,137</b>	<b>-986</b>
Potential Shortfall	0	-1,295	-1,295

### 3.2. 2015/16 Schools Budget Monitor



The monitoring report produced at the end of August 2015 predicts an end of year overspend of £315k as detailed in **Table 2**. Any ongoing pressures or savings that are identified in monitoring will be fed into the 2016/17 draft budget as set out in paragraph 4.4.

<b>Table 2 Schools Budget Monitor 2015/16</b>	<b>Forecast Outturn Variance reported as @ 31/08/2015</b>
<b><u>Education Services</u></b>	<b>£000</b>
<b>Behaviour Support</b>	
Underspend of £107k is projected by the Primary BSS as a result of staff vacancies that will not be filled until Jan16.	-107
<b>Admissions Service</b>	
Secondary Excluded Pupils have an overspend of £16k based on current activity	16
<b>Mainstream Tuition</b>	
Underspend projected based on current client nos.	-12
<b>Other LA Special School</b>	
Overspend projected based on current client nos	179
<b>Independent Day</b>	
Overspend of projected based on current client nos.	353
<b>Independent Res</b>	
Underspend projected based on current client nos	-194
<b>Union Duties</b>	
Projected overspend	27
<b>Central Licences</b>	
Overspend as a result of licence costs being far greater than de-delegated budget	107
<b><u>Commissioning &amp; Community</u></b>	
<b>Exclusion Appeals</b>	
Underspend projected based on 14/15 activity but may increase during year	-39
<b><u>Children's Division</u></b>	
<b>Early Intervention Support Service</b>	
Underspend due to lower premises costs	-15
Allocation from Contingency	-315
<b>Total Schools Budget Variation</b>	<b>0</b>

#### 4. SCHOOLS BUDGET 2016/17

The final government funding announcements for 2016-17 have not yet been issued, however information is already available about the level of DSG funding, including the guaranteed unit of funding rate per pupil for the Schools Block. This enables initial projections of the level of DSG funding for 2016-17 to be calculated.

##### 4.1 SCHOOLS BLOCK

(a) Level of Funding

The per pupil unit of funding for 2016-17 will remain at the 2015-16 level, adjusted to incorporate free schools and non recoupment academies into the unit funding rate. There has, therefore, been no increase to reflect inflation and other cost pressures such as pay awards and the increase in employer national insurance contributions.

The 2016-17 DSG settlement will not include any adjustment for the growth in free schools and NRAs from September 2016. These are all growing schools and this in year increase in pupil numbers will have to be funded within the overall budget.

(b) Proposed Formula Changes

Primary Split Site Factor

Following concerns raised by a primary school expanding on a split site we are reviewing the primary split site factor. Two options are being considered as follows

- (c) the increase of the split site lump sum to bring it in line with the average amount being allocated by other outer London Boroughs and our statistical neighbours
- (d) a protection allocated on a reducing scale that will subsidise the operation of the second site whilst pupil numbers, and associated funding, increase to full capacity

(c) Draft Pro-Forma 2016/17

At this stage there are no proposed changes to the local funding formula for 2016/17 and existing unit rates will be submitted to the EFA in the provisional pro-formas due by the end of October. The local funding formula for 2016/17 will be reviewed and finalised based on affordability of the 2016/17 DSG settlement and issued pupil data sets in late December 2015, for final submission to the EFA in January 2016. For information the 2015/16 unit rates are detailed in Appendix A.

(d) Other Formula Funding Issues

Lump Sum for Amalgamated Schools

Following the amalgamation of Eldon Infant and Junior Schools in September 2015 and in line with regulations for amalgamated schools, the lump sum allocation for the primary school will be 85% of the total of the lump sums that would have been allocated to the separate schools. This generates a small saving of £50k in 2016/17. In 2017/18 only one lump sum will be allocated generating a further

budget saving of approximately £110k.

#### MFG Disapplication

Authorities are given the opportunity to apply to disapply regulations in a number of specific circumstances. Enfield has submitted an application to disapply the MFG for secondary schools becoming all through schools to prevent funding for primary pupils being protected at the secondary rate. This application was approved for 2015/16 and is expected to be approved for 2016/17.

## **4.2 EARLY YEARS BLOCK**

At this stage there has not been any announcement about the level of per pupil funding for 2 year olds and 3&4 year olds in 2016-17 but it is assumed that these will remain at 2015-16 levels.

2015-16 was the first year of participation funding for the 2 Year Old free entitlement and we are working closely with colleagues in the Early Years Team to estimate numbers for 2016-17. At this stage no changes are proposed to the funding rates allocated to 2 and 3&4 year olds.

## **4.3 HIGH NEEDS BLOCK**

Authorities have been advised by the DfE to assume, at this stage, that the high needs block allocation will continue at 2015-16 levels. There will not be any increase in funding for 2016-17 to reflect overall demographic growth, increasing levels of need or other high needs pressure.

There continues to be significant pressure on the high needs budget and monitoring for 2015/16 already indicates overspends with regard to outborough placements. The full year effect of new placements will impact on the 2016/17 budget.

Pressures on autism provision are likely to continue into 2016/17. In 2015/16 a provision of £800k has been earmarked to address this pressure. This will be reviewed as part of the final budget setting process.

## **4.4 Indicative DSG and Draft Budget 2015/16**

The DSG settlement and datasets will be announced in late December, following which the funding formula and budget allocations will be reviewed and reported back to Schools Forum. However we already know that funding will again be on a flat cash basis with per pupil funding remaining at the same rates, with no inflation applied for the fourth year running. **Table 3** below gives an initial forecast of DSG and spend in 2016/17 based on January 2015 and estimated October 2015 census data, and predictions of growth in NRAs, together with 2015/16 unit rates:

Table 3 Draft DSG and Budget 2016/17

2015/16	£'000
Latest Allocation from DfE (pre recoupment)	303,785
EFA Funded HN Places	1,230
Contribution from Balances	2,573
<b>Latest DSG Funding 2015/16 (July 15)</b>	<b>307,588</b>
Estimated 2 year old Adj (Jan 16 census)	1,254
<b>Estimated Total Funding 2015/16</b>	<b>308,842</b>
<b>2016/17 Estimated DSG</b>	
Early Years (3-4 Year Olds) – Jan15 Census	13,333
Early Years - 2 year olds – Jan15 & est Jan16	5,352
Schools (5-15 Year Olds)	256,412
High Needs (assumed at 2014/15 level)	31,458
<b>Total Estimated DSG 2016/17</b>	<b>306,555</b>
Estimated Variation in DSG	<b>-2,287</b>
<b>Known Pressures/ Saving:</b>	
Demographic Changes:	
Schools (increase in prim, decrease in sec)	-935
NRA Growth	1,010
Early Years - 3 and 4 year old provision - tbc	0
Early Years - 2 year old provision - tbc	0
<b>Other School Budget Pressures/Adj</b>	
Rates	65
Formula Adj – increase split site factor	70
Formula Adj – school amalgamation	-50
Central Licences	110
<b>High Needs Pressures</b>	
Exceptional Needs	100
Outborough SEN Placements	800
<b>Total Pressures</b>	<b>1,170</b>
<b>Total Projected Budget Deficit</b>	<b>-3,457</b>

Estimated demographic pressures and the ongoing impact of pressures identified through monitoring in 2015/16 have been included in the draft budget in **Table 3**, but more work now needs to be done to clarify pressures and identify potential savings in order to achieve a balanced budget. Work will be carried out by officers to consider savings options available and to assess the full implications of savings on future service delivery. Options and implications will be presented for discussion at the future Schools Forums prior to budget finalisation.

## 5. DSG Balances

As detailed in the 'Schools Budget 2014/15 Outturn' report elsewhere on the agenda, total DSG balances at 31st March 2015 were £6.024m. Of this balance £1.443 is committed to specific projects, £0.8m has been earmarked to support provision for autism across the authority and £2.573 was agreed by Schools Forum as a contribution to support the 2015/16 budget. This leaves an unallocated balance of £1.208m.

Balances available in 2016/17 will depend upon final 2015/16 outturn as any overspend will need to be met from balances. Further use of balances can be considered as part of the final budget setting process in January, however it is likely that the level of balances will be minimal as a significant proportion of accumulated DSG balances has been used to support the budget setting process in 2014/15 and 2015/16. If any balances are available it would be prudent to retain at least some of the available balances as a contingency against future pressures, particularly in view of continuing uncertainties around future funding.

2015/16	Secondary	Primary
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## Appendix

FACTOR		Unit Rates	Unit Rates
		£	£
AWPU	KS3	4,347.47	
	KS4	4,775.44	
	Primary		3,423.81
	6th Form	248.31	
FSM		1,971.00	1,514.27
IDACI	1	0.00	0.00
	2	0.00	0.00
	3	0.00	0.00
	4	50.35	0.00
	5	65.46	115.10
	6	100.70	116.04
LAC		1,208.40	1,208.40
AEN/SEN		996.48	704.90
EAL		1,202.19	395.75
Mobility		1,107.70	553.36
Lump Sum		162,000.00	162,000.00
Split Site		164,086.00	25,000.00
Rent			32,000.00
Rates		ACTUAL	ACTUAL
PFI		ACTUAL	ACTUAL
TOTAL			

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## MUNICIPAL YEAR 2015/2016 – REPORT NO. 8

**MEETING TITLE AND DATE:**

Schools Forum – 14 October 2015

**REPORT OF:**

Director of Schools &amp; Children's Services

Contact officer: Sangeeta Brown

 E-mail: [sangeeta.brown@enfield.gov.uk](mailto:sangeeta.brown@enfield.gov.uk)
**Recommendation**

To note the workplan.

<b>Agenda – Part:</b>	<b>Item: 6</b>
<b>Subject:</b> <b>Schools Forum: Workplan</b>	
<b>Wards: All</b>	

<b><u>Meetings</u></b>		<b><u>Officer</u></b>
January 2015	Schools Budget: 2015/16: Update SEN - Autism & ARP Update SEND Reforms - Update	JF JT JT
March 2015	School Budget 2015/16: Update Enfield Traded Services to Schools Scheme for Financing	JF SB SB
July 2015	Schools Budget – Update (2015/16) School Funding Review (2015/16) Funding Arrangements (2016/17) SEND & High Needs – Update Support for Schools in Financial Difficulties	JF SB SB JT/JC SB
October 2015	Schools Budget: 2016/17: Update Outturn Report 2014/15 Schools Balances 2014/15	JF JF SB
December 2015	Schools Budget: 2016/17: Update, Inc. De-delegation Central Budgets: Annual Report Local Authority Budget (2016/17) Universal Infant FSM Pupil Places strategy	JF JT ES SB MT
January 2016	Schools Budget: 2016/17: Update High Needs - Update	JF JT
March 2016	School Budget 2016/17: Update Enfield Traded Services to Schools Scheme for Financing	JF SB SB

**Dates of Meetings**

Date	Time	Venue	Comment
08 July 2015	5:30 - 7:30 PM	Enfield County School	
14 October 2015	5:30 - 7:30 PM	Chace Community School	
09 December 2015	5:30 - 7:30 PM	Chace Community School	
20 January 2016	5:30 - 7:30 PM		
02 March 2016	5:30 - 7:30 PM		

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