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THE SCHOOLS FORUM

**Wednesday, 9th December, 2015 at 5.30 pm in the Chace
Community School, Churchbury Lane, Enfield, Middlesex EN1 3HQ**

Schools Members:

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

Headteachers: Mrs H Ballantine (Primary), Ms M Hurst (Pupil Referral Unit), Ms A Gaudencio (Primary), Mr B Goddard (Secondary), Ms H Knightley (Primary), Mr M Lavelle (Secondary), Ms A Nicou (Primary), Mr P De Rosa (Special), and Ms H Thomas (Primary)

Academies: Ms R Stanley-McKenzie, Vacancy

Non-Schools Members:

Chair of Overview & Scrutiny Committee:

Cllr D Levy

16 - 19 Partnership:

Mr K Hintz

Teachers' Committee:

Mr S McNamara

Education Professional:

Ms E Stickler

Head of Behaviour Support:

Mr J Carrick

Early Years Provider:

Vacancy

Educational Professional:

Vacancy

Observers:

Cabinet Member:

Cllr A Orhan

Education Funding Agency:

Ms B Pennekett

School Business Manager:

Ms A Homer

**MEMBERS ARE INVITED TO ARRIVE AT 5.15PM WHEN SANDWICHES WILL
BE PROVIDED, ENABLING A PROMPT START AT 5.30PM**

AGENDA

1. MEMBERSHIP AND APOLOGIES FOR ABSENCE

To note:

- a) Welcome Ms Dawes, Mr Lavelle, Ms Homer and Ms Stickler;
- b) Requests for nominations have been sent to Early Years Private, Voluntary and Independent providers for the position of the Early Years representative on the Schools Forum. The closing date for receipt of nominations is 11 December 2015.

2. DECLARATION OF INTEREST (Pages 1 - 2)

Members are:

- Asked to complete and return the attached Register of Business form (*attached*).
- 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.

3. MINUTES AND MATTERS ARISING FROM MINUTES (Pages 3 - 14)

- (a) School Forum meetings held on 6 October 2015 (*attached*)
- (b) Schools Forum meeting with MPs held on 20 November 2015 (*attached*)
- (c) Matters arising from these minutes.

4. ITEM FOR DISCUSSION AND/OR DECISION (Pages 15 - 24)

- (a) Schools Budget 2016/17: Update (*attached*)
- (b) Central Services Funded from the DSG (*attached*)

5. ITEM FOR INFORMATION (Pages 25 - 26)

- (a) Local Authority Budget 2016/17: Consultation
- (b) School Funding Arrangements for 2016/17 (*attached*)

6. WORKPLAN (Pages 27 - 28)

7. ANY OTHER BUSINESS

8. FUTURE MEETINGS

a) Date of next meeting is Wednesday 20th January at 5.30pm at Chase Community school;

b) Proposed dates for future meetings:

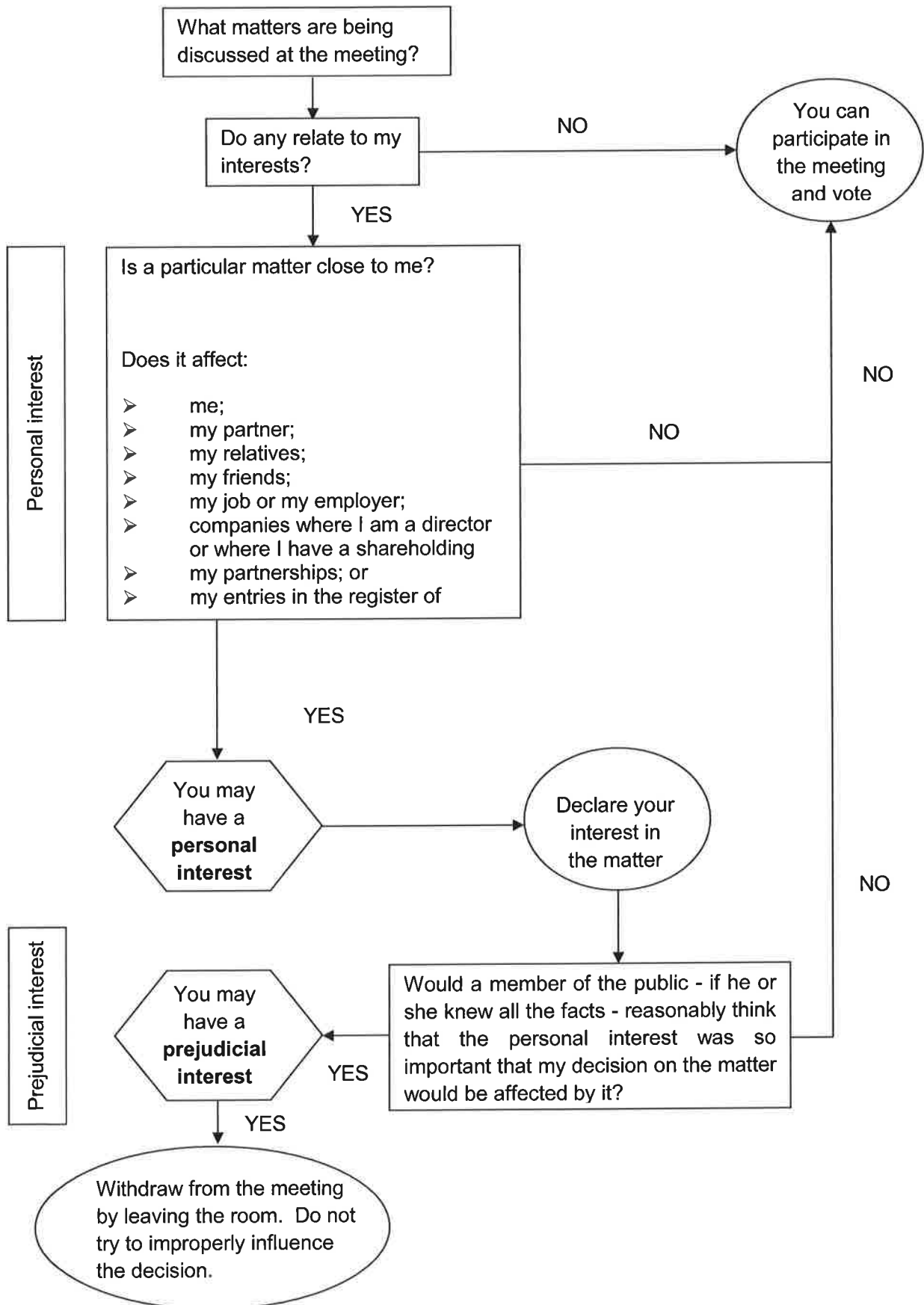
- 2nd March 2016
- ?? May 2016
- 6th July 2016
- 12th October 2016
- 18th January 2017
- 1st March 2017
- 19th April 2017
- 5th July 2017

9. CONFIDENTIALITY

To consider which items should be treated as confidential.

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DECLARING INTERESTS FLOWCHART QUESTIONS TO ASK YOURSELF



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MINUTES OF THE SCHOOLS FORUM MEETING**Held on Wednesday 14 October 2015 at Chace Community 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 H Ballantine (Primary), Mr P De Rosa (Special), Mr B Goddard (Secondary), *Ms M Hurst (Pupil Referral Unit)*, Ms H Knightley (Primary), *Ms A Nicou (Primary)* and Ms H Thomas (Primary)

Ms A Gaudencio (Primary) - substituted by Ms L Whitaker

Academies: Ms R Stanley-McKenzie, Vacancy

Non-Schools Members:

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

Observers:

Cabinet Member	<i>Cllr A Orhan</i>
Education Funding Agency	<i>Ms B Pennekett</i>

Also attending:

Head of Finance Business Partner	Mr N Goddard
Head of Finance Business Partner	Mrs J Fitzgerald
Assistant Finance Business Partner	Mrs L McNamara
Resources Development Manager	Mrs S Brown
Resources Development Officer	Ms J Bedford

* Italics denote absence

1. MEMBERSHIP AND APOLOGIES FOR ABSENCEa) **Apologies for Absence**

Apologies for absence were received from Cllr Orhan, Mr McGee, Ms Hurst, Ms Nicou, Mr Hintz and Ms Gaudencio, who was represented by Ms L Whitaker.

b) **Membership****Reported:**

- Mrs Warrington and Ms Burgess had tendered their resignation from the Schools Forum. These resignations created vacancies for a secondary and an academy representative.
- Mrs Roberts's term had come to an end and nominations were being sought from Early Years providers.
- Ms Knightley, Ms Thomas and Ms Ballantine had been nominated by the Primary Headteachers' Conference to fill the vacancies for primary Headteacher representatives.

Noted:

- (i) The Secondary Headteachers' Conference had met and nominated Mr M Lavell to fill the vacant position of secondary Headteacher representative.
- (ii) A nomination had been received from Ms L Dawes, Headteacher Oasis Hadley, to fill the vacancy for an academy representative. It was stated that the other academies would be advised of the vacancy and Ms Dawes's nomination. The other academies will also be asked to forward any other nominations. If another nomination was received then there will need to an election process.

RESOLVED to accept:

- the nominations from Ms Knightley, Ms Thomas and Ms Ballantine as primary Headteacher representatives and Mr Lavelle as a secondary Headteacher representative;
- Ms Dawes's nomination following receipt of confirmation from the other academies.

Action: Mrs Brown

Ms Knightley, Ms Thomas, Ms Ballantine were welcomed to the Forum

Ms Whitaker was thanked for attending on behalf of Ms Gaudencio and welcomed to the meeting of the Forum.

2. DECLARATION OF INTEREST

There were no declarations of interest.

3. MINUTES AND MATTERS ARISING FROM THE MINUTES

(a) Schools Forum Minutes held on 8 July 2015

Agreed the minutes of the meeting of the Schools Forum held on 8 July 2015 with the following correction:

Apologies of absence were also received from Mr McNamara.

A copy of the minutes are included in the Minute Book.

(b) Education Resources Group (formally the Commissioning Group)

Received a copy of the minutes of the meeting of the Education Resources Group held on 15 September 2015, a copy of which is in the minute Book.

(c) Matters arising from the minutes of the Schools Forum meeting held on 8 July 2015

(i) School Funding Review 2015/16 (Item 6a)

Reported that the three Enfield Members of Parliament (MPs), David Burrowes, Joan Ryan and Kate Osamor, were sent a letter, a copy of which was circulated to Forum members, inviting them to meet with members of the Schools Forum.

Following considerable delay, Mr Burrowes and Ms Ryan confirmed that they were both able to attend a Forum meeting on either 20 November or 4 December 2015. Unfortunately, Ms Osamor was unable to attend on either of these dates but had offered to attend a Forum meeting on another date.

Members were asked to confirm whether they still wanted to meet with the Enfield MPs and, if so, were they agreeable to meeting two of the Enfield MPs on either of the proposed dates.

Ms Cranfield further explained that she was unable to attend a meeting on 20 November 2015 and if the Forum agreed this date for the meeting, then arrangements for chairing the meeting would also need to be considered and agreed by the Forum.

Noted:

- A. It was observed that it would helpful to have a meeting sooner with only two of the MPs present than a meeting with all three but after the Autumn Statement.
- B. Mr Goddard advised the Forum that if the meeting was held on 20 November then he would be happy to Chair it.
- C. The meeting needed to be a single item agenda focussing on school funding, with Headteacher representatives from the three sectors required to attend.

Resolved:

The meeting with the MPs would be held on 20 November 2015 and chaired by Mr Goddard;

A briefing paper with key points for discussion will be prepared and sent to the MPs in advance of the meeting;

Members wishing to attend the meeting should confirm and advise of their attendance to Mrs Brown;

Members to forward any key points for inclusion in the discussion to Mrs Brown, who will co-ordinate and liaise with Mr Goddard.

Action: Mr Goddard & Mrs Brown

(ii) **Education Resources Group held on 15 September 2015**

Reported the Education Resources Group was replacing the Commissioning Group and would lead as a Headteacher consultative group advising the Local Authority and the Schools Forum on issues related to school and education funding.

It was questioned what arrangements were for accountability for this group. It was stated that the group would be accountable to the Schools Forum. It was requested that the Forum be provided with a copy of the Terms of Reference for the group.

Resolved to circulate the Terms of Reference for the Education Resources Group.

Action: Mrs Brown

4. ITEMS FOR DISCUSSION & DECISION

(a) Schools Budget: Outturn Report 2014/15

Received a report reviewing the Schools Budget revenue expenditure for 2014/15, a copy of which is included in the Minute Book.

Reported the report providing a summary of the year-end position for revenue expenditure for 2014/15 and reasons for any variances in the expenditure.

Noted:

- (i) The balances being carried forward into 2015/16 amounted to £6.024m.
- (ii) Since the previous report to the Schools Forum, additional funding of £65k was received for Early Years and this resulted in the final DSG of £294.5m before the academies recoument.
- (iii) The underspend for the two-year-old provision was due to funding being provided on a target number set by the Government, but actual take-up was lower than estimated. It was stated, for 2015/16, funding would be provided on actual participation, as recorded on the January 2015 Census; there was a concern the change would lead to a future funding pressure because of the low number of pupils traditionally recorded in January.

It was questioned if the numbers were based on actual children registered or based on full time equivalent. It was confirmed that they were based on the full time equivalent.
- (iv) There was an increase in the number of pupils with a high level of complex needs and due to lack of provision in borough had to be placed out of borough, thus leading to an overspend.
- (v) The underspend reported for the speech therapy service was due to disputing and assessing the invoice from the provider, which then resulted in an underspend.
- (vi) As part of the budget setting process, the Forum had agreed to £2.5m of the carry forward to be used to support the budget pressures for 2015/16: this, together with other commitments detailed in the report, would provide £1.2m in balances to be carried forward into 2016/17.
- (vii) It was questioned if any expenditure had been incurred on the autism project. There was a view that information on the project and spend should be presented to the Forum and any unspent money be added to the balances. It was stated that a report was planned to be presented to the next meeting of the Forum.

Clerk's Note: Ms Knightley arrived at this point.

- (viii) The revenue balances held by schools had reduced from £13.3m to £11.2m (15.8%) and similarly capital balances had also reduced from £2m to £1.66m (20%).

(b) Schools Balances and Recycling of Balances for Financial Year 2014/15

Received a report providing information on revenue balances reported by maintained schools as at 31 March 2015, a copy of which is included in the Minute Book

Reported there were a couple of errors in the report: the Forum was advised the balances reported excluded balances for community focused activities, and also there was a missing data set in Figure 1. This revised graph would be circulated to the Forum members.

Noted:

- (i) The balances had been reducing over the last five years and were now below the levels reported for 2010/11.
- (ii) An analysis to assess if there was a relationship between the balances held and size of school or free school meal eligibility had indicated a small relationship for balances held by primary voluntary aided and secondary schools and free school meal eligibility. However, it was difficult to assess the significance, as the data sample was very small.

It was commented that schools were experiencing a significant reduction in the number of pupils eligible for free school meals and were using all the funding provided to narrow the gap by supporting pupils from deprived backgrounds. The effects of the support provided were being seen in improvements in the results being achieved.

It was queried if, as detailed in the 1999 Act, the pupil premium was provided for children from families seeking asylum. It was stated that the current regulations precluded these groups of pupils. This was because they were not able to access the public funds used to assess free school meal eligibility.

- (iii) Following an assessment of returns received from schools above the threshold for retaining balances, it was recommended not to recycle any balances from schools.
- (iv) The Forum were advised, for 2014/15, the upper and basic threshold for recycling had been the same and the process for assessing the recycling balances had been amended to seek information on balances once. It was recommended that the Scheme for Financing Maintained Schools be amended as detailed in the report.
- (v) Six schools had reported in their initial return a projected deficit at the end of 2015/16. This position had changed to five schools projecting a deficit: the Authority was working with these schools to move to a balanced position. To ensure consistency, a process for supporting recovery was being devised and would be presented to the Forum.

It was questioned if the deficit would be met from other funds. It was stated that it was not met and the Authority would need to work with the schools concerned to achieve a balanced position. It was observed that schools in this position were likely to face considerable challenges including potential redundancies.

It was commented the 28 schools projecting a deficit in the second year of their budget plans, but this did not highlight in-year deficit being experienced by schools.

The Forum considered this would be an issue that would need to be raised at the meeting with the MPs.

Resolved to note and agree the proposed changes to the Scheme for Financing Maintained Schools.

(c) Schools Budget Update 2015/16 and 2016/17 (Update)

Received a report providing an update on the Schools Budget for 2015/16 and 2016/17, a copy of which is included in the Minute Book.

Reported the report was in three parts that provided an update and summary on:

- the latest amount of DSG for 2015/16
- the current position on expenditure against the DSG for 2015/16
- early information and indications on the DSG for 2016/17.

Noted:

- (i) Since the previous update, the total DSG available had reduced from £308.5m to £306.3m because of a change in the regulations in how funding was provided for the nursery provision for two year-olds. The change required the numbers recorded on the January Census to inform participation for funding purposes. It was stated another factor was also the numbers of three- and four-year-olds accessing the nursery provision had dropped. Officers were investigating these changes and seeking further clarification from the DfE.

Based on the above change, the current position was indicating a potential shortfall of £1.3m in the overall DSG, which would need to be met from the carry forward from 2014/15. Therefore, this may mean there will be no balances available to use for 2016/17.

- (ii) The monitoring report produced at the end of August 2015 provided the year-end projections, but the position had significantly worsened since the report was written. The expenditure for the out of borough provision was now significantly over budget. It was questioned why this was the case. It was stated that there were no places in the special schools for the children requiring to be placed and the cost of a single placement could be over £100k. With pupils and their families migrating in and out of the borough due to the

Welfare Benefit reforms, it was difficult to predict demand. The Forum was advised that the position for this and the other budgets was being monitored.

The expenditure projected for the Union Duties was queried.

Resolved the expenditure incurred for Union Duties would be clarified.

Action: Mrs McNamara

- (iii) The assumption, for this initial calculation, was the Schools Budget for 2016/17 funding would be based on a flat cash settlement for the Schools and Early Years blocks and no changes to the High Needs Block.
- (iv) The Authority was reviewing the arrangements for schools that had expanded onto two sites and considering whether the funding provided for these schools operating as a split site was reasonable. It stated this would be a change to the funding arrangements and would add further pressure to the Schools Budget.
- (v) The Authority was required to submit a pro-forma to the DfE on the factors to be used for the funding formula and draft rates being considered. The Forum was advised, at this point, the pro-forma would be completed with factors currently being used with the rates applied for 2015/16. The rates would then be reviewed in line with the settlement received and a revised pro-forma will be presented to the Forum before being submitted in January 2016.
- (vi) The initial calculations were indicating a reduction of £2.3m and once all the pressures detailed in the report were taken into account; there was a potential budget gap of £3.5m. Officers were working on options to close this gap and the options will be presented to the Schools Forum at the next and subsequent meeting.

The Forum noted the report.

Clerk's Note: Mr Levy left at this point.

5. ITEM FOR INFORMATION

Schools Finance Board

Reported the Schools Finance Board had been set up by Mr Leak, Chief Executive, as a task and finish group with a limited life.

Noted

- (a) At the request of secondary Headteachers, Mr Leak set up the Schools Finance Board. The Board comprised of Cllr Orhan, Mr Leak, Senior Officers and Headteacher representatives from the three sectors.

The Board was considering the use of the DSG, Education Support Grant and the provision of traded services.

- (b) At the last meeting, the Board had discussed the LA central services funded from the DSG. This had highlighted there were approximately 45-50 different central activities supported by the DSG. The Headteachers had sought to seek information on these services and were assessing their impact in terms of safeguarding and outcomes for CYP. The aim was to consider what were the most appropriate and effective ways of providing these services while providing the most impact and achieving value for money.
- (c) There was a concern that the process being described was not transparent and appeared to exclude the Forum. It was stated that this had been the first opportunity to advise the Forum about the Board and any recommendations arising from the work of the Board would be brought to the Forum for consideration.
- (d) Information on the services was being presented to the next Headteachers' Termly Conference with the aim of seeking the views of all Headteachers and then these views would be shared with the Forum.
- (e) There was a concern that Governors were being excluded from this process. It was commented that the Member Governor Forum received information from the Schools Forum and this will be included for discussion at their next meeting.

- (f) The Forum felt that they needed to have sufficient time to assess the information and requested the information provided to the Headteachers also be circulated to the Forum.

Clerk's Note: Mr Clark left at this point.

Resolved information on services funded from the DSG would be circulated to members.

Action: Mrs Brown

Clerk's Note: Mrs Leach left at this point.

6. WORKPLAN

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

ACTION: Mrs Brown

7. FUTURE MEETINGS

Noted:

(a) The next meeting would be held on Wednesday 9 December 2015 at Chace Community School.

(b) Dates of future meetings were as follows:

- 20 January 2015
- 02 March 2016
- ?? May 2016
- 06 July 2016
- 12 October 2016
- 18 January 2017
- 01 March 2017
- 19 April 2017
- 05 July 2017

8. CONFIDENTIALITY

No items were considered to be confidential.

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**MINUTES OF THE SCHOOLS FORUM MEETING WITH
ENFIELD MEMBERS OF PARLIAMENT**

Held on Friday 20 November 2015 at Highlands School

Schools Forum Members in attendance:

Governors: Ms I Cranfield (Primary) Chair, Mrs J Leach (Special), Mrs L Sless (Primary), Mr Clark (Primary)

Headteachers: Ms H Ballantine (Primary), Mr P De Rosa (Special), Mr B Goddard (Secondary) and Mr M Lavelle (Secondary)

Non-Schools Members:

Teachers' Committee	Mr S McNamara
Head of Behaviour Support	Mr J Carrick
Education Professional	Ms E Stickler

Enfield Members of Parliament:

Members of Parliament: Enfield Southgate	Mr D Burrowes
PA to Mr Burrowes	Ms M Zavros
Representing Ms Ryan, Member of Parliament: Enfield North	Ms N Cazimoglu
Representing Ms Osamor, Members of Parliament: Edmonton	Ms A Spence

Also attending:

Interim Chief Education Officer	Ms J Tosh
Resources Development Manager	Mrs S Brown

cc Schools Forum

* Italics denote absence

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from:

- Ms J Ryan who was represented by Ms Cazimoglu.
- Ms K Osamor who was represented by Ms Zavros.

2. INTRODUCTION

Mr Goddard welcomed and thanked Mr Burrowes, Ms Cazimoglu and Ms Zavros for agreeing to attend this meeting of the Schools Forum.

Mr Goddard explained that the Schools Forum was keen to meet with the Enfield MPs because the Forum considered it was important to share the concerns being raised by Enfield schools. Enfield schools were reporting that the Government policy of a flat cash settlement for the last five years was now leading to schools being unable to balance their budgets beyond 2016/17. The briefing previously circulated outlined some of the key areas but not all that were affecting schools.

Mr Goddard was aware after attending the Secondary Headteachers' Conference earlier in the week, that Mr Burrowes had already been made aware of the issues facing secondary schools, but this meeting would provide an opportunity to hear about the challenges for primary and special schools.

3. ITEMS FOR DISCUSSIONS

(a) Flat Cash Settlement

Reported that the flat cash settlement had meant schools needed to fund the cost of the pay award, increases in National Insurance contributions and other inflationary increases within existing budgets.

Noted:

- (i) The effect of the pay award had meant, for example, one secondary school had to find an additional £700k from within existing resources. Enfield schools had already been reducing their expenditure to manage the diminishing resources available through the

flat cash settlement. The significant money now needed to meet the ongoing effect of the pay award and NI contribution meant the need to review and reduce numbers of teaching, teaching assistant and specialist support staff. There was a real concern that the reduction in staffing would impact students' outcomes, because schools would need to consider larger class sizes with less in-class support.

Most secondary schools had seen a significant reduction in balances and were now projecting a budget deficit. Indeed, some schools' budgets were already in deficit.

- (ii) There was currently a national shortage of teachers and a crisis in Enfield to recruit and retain good quality teachers.
- (iii) Schools were seeing a contextual change within the borough, with some schools having up to 50% of their pupils with English as an additional language (EAL).
An example was a primary school that would be facing a deficit of £400k beyond 2016/17. As well as the staff reductions already mentioned, most schools had also reduced extra support provided by after schools clubs and activities.
With the high levels of pupils with EAL and pupils from a deprived background, there was a real concern that the most vulnerable pupils were the first to be affected by the tight financial settlement.
- (iv) Most schools were being distracted from focussing on teaching and learning by having to investigate and consider the opportunity to raise income through lettings.
- (v) At a recent meeting of special school Headteachers, it was confirmed that the special schools in Enfield would be facing a deficit budget at the end of next year.
Staffing structures were being reviewed and the schools were trying to manage and assist pupils with the most complex needs with reduced resources. Most special schools were now also closing provision such as clubs, swimming lessons and community shop.
- (vi) Enfield had an increasing population of primary-aged pupils and, because there was no increase in places in special schools; primary schools had to manage pupils with increasingly complex needs.
- (vii) Enfield schools recognised the need to make economies and savings but the lack of money to meet the cost of the NI, pension and pay award increases was having a profound impact. Headteachers were concerned that there was a real danger of eroding the improvements to educational standards.
- (viii) A contextual problem was that Headteachers and staff were choosing to leave the profession and Enfield was unable to pay the higher salaries offered by neighbouring boroughs on Inner London Weighting.

(b) Funding growth for new academies and free schools

Reported that the responsibility for funding all academies and free schools from the Dedicated Schools Grant had transferred to local authorities. Where the academies and free schools were already established, this responsibility could be managed. However, the issue was managing the cost of growth for new academies and free schools as agreed by the DfE. These new academies and free schools were approved with no discussion with the Local Authority as to whether the provision was required and no additional funding provided to meet the cost of the growth.

Noted:

- (i) The current estimate was that an additional £1.5m would need to be found from a flat cash DSG settlement to fund the new year-group opening in each of the new academies and free schools. The effect of the new academies and free schools meant that Enfield will not receive the funding in its DSG for the new classes opening at these schools.
- (ii) While it was acknowledged that some of the new primary academies and free schools were required, unfortunately not all were in the area of greatest need for places. This was creating a pressure for some of the existing primary schools.

The current demographic changes being seen in the borough were such that there was a great increase in the number of primary-aged pupils, which was not currently being seen for secondary-aged pupils. Secondary schools were seeing a decline in pupil numbers and the creation of new secondary academies and free schools meant the need to fund growth in the new schools and at the same time existing schools were experiencing financial difficulties due to a drop in number of pupils on roll. It was estimated the loss in DSG to fund the new secondary academies and free schools was £750k.

There were already three maintained secondary schools and one academy facing financial difficulties and reporting deficit budgets, a situation that could only get worse unless more funding was provided.

- (iii) There was a need for the DfE and the Government to fund the pressures due to growth at the new academies and free schools, as well as consider involving local authorities and their Schools Forum when considering new academies and free schools.

(d) Support for Pupils from a Deprived Background

Reported Enfield schools historically had a high number of pupils from deprived backgrounds. The borough was now seeing a significant increase in the number of refugee families and asylum seekers. For example, one primary school had 47% of its pupils eligible for free school meals and 68% of EAL pupils.

The children of refugee families settling in Enfield and attending local schools were found to speak little or no English and some had no previous access to education.

Noted:

- (i) Schools had used the funding provided through the pupil premium to support pupils from deprived backgrounds and seen an increase in the number of pupils achieving the required attainment targets.

However, the school in the example detailed above was projecting a drop of pupils eligible for free school meals in the coming year from 47% to 38% and consequently a drop in funding. This drop was not due to a change in the needs of the pupils but to changes to criteria for assessing welfare benefit.

To manage and counter the effect of the reduction in funding, schools were cutting additional support and services.

- (ii) The change in the number of pupils eligible for free school meals was being seen across all schools. Nationally, it was recognised that there was a need to support the attainment of white British boys and the reduction in funding would make it very difficult for schools to do this.
- (iii) Schools were trying to encourage parents of pupils to apply for free school meal eligibility, even though their children were receiving a free school meal as part of the universal offer for infant-aged pupils.
- (iv) Schools were continuing to work hard to reduce the attainment gap between pupils eligible and not eligible for free school meals and the current pressure in funding would make it unsustainable to maintain and provide the additional support the disadvantaged pupils required.

(c) Response to the issues raised

- (i) The Government was committed to reviewing the funding arrangements for schools and ensure that they supported pupils from deprived backgrounds. Nationally, it was a difficult time and the needs identified had to be balanced against the resources available.

Under the current Government policy, the Forum could not be advised that the Schools Budget would be protected while other budgets were being cut, but the Government had protected the per-pupil spend.

It was commented that, although this was acknowledged, it did not allow for the increase in the pay award due to national changes to the NI contributions and pay award.

- (ii) It was observed that the funding arrangements needed to recognise the changing picture for the demography of the borough and the additional burden this created for schools.
- (iii) It was questioned whether Enfield schools had informed parents about the issues they were facing.

It was commented that it was difficult to raise these issues with some parents without causing alarm. However, parents were seeing changes in terms of bigger class sizes, less support staff around the schools and reduction in the provision available after school.

There were a number of parents who did not speak English and it was sometimes difficult to communicate with these and other vulnerable families.

Schools were the first point of contact for raising general concerns and issues families were experiencing but, with the reduction in support staff, schools may not be in a position to deal with these.

The Forum advised that there was an increase in the number of families stating that they could not afford for the children to have a meal. The children were coming to school hungry and the school had a duty to look after the children, which placed a further burden on the school.

(d) Funding for Pupils with High Needs

The MPs were advised that Enfield had seen a real increase in primary-aged pupils and yet there had been no change in the number of places provided for pupils with complex needs. The current increase in pupils with high needs was being managed within the existing DSG and creating a further pressure for mainstream schools. There was a need to ensure that the system recognised and funded all pupils with high needs as well as the place funding for individual institutions.

4. ARRANGEMENTS FOR RESPONDING TO ACTIONS ARISING FROM THE MEETING

The Schools Forum was asking the Enfield MPs to raise the issues and difficulties discussed at briefings and meetings held in Parliament. The Forum also sought a public statement recognising the issues.

It was agreed that the three Enfield MPs would be provided with such further information as they requested and also:

- (a) examples of the impact of the cuts;
- (b) the notes from the meeting.

ACTION: Schools Forum Members and Mrs Brown

5. CONFIDENTIALITY

No items were considered to be confidential.

MUNICIPAL YEAR 2014/15 REPORT NO. 10**MEETING TITLE AND DATE:**

Agenda – Part: 1

Item:

**Schools Forum
9th December 2015****Subject: Schools Budget 2016-17 - Update****REPORT OF:****Director of Finance, Resources
& Customer Services****Contact officer and telephone number:****Louise McNamara 020 8379 4720****E mail: Louise.McNamara@enfield.gov.uk****1. EXECUTIVE SUMMARY**

The government funding settlement for 2016-17 is expected in mid to late December. A draft budget has been prepared based on initial projections of Dedicated Schools Grant (DSG) and estimated pupil data; this is subject to the actual settlement and dataset in order to finalise allocations. Further reports will be presented to Schools Forum early in 2016 to agree the application of the DSG for 2016-17, including finalisation of the Schools Funding Formula.

2. RECOMMENDATIONS

- 2.1 The Schools Forum is asked to note the draft budget position for 2016-17 as summarised in paragraph 3.1, Table 1, and to comment on options for bridging the remaining budget gap as set out in paragraph 6.
- 2.2 The Schools Forum is asked to agree the following recommendations:
- a) Sector representatives are asked to agree to make a decision regarding the options for services that have previously been de-delegated as detailed in paragraph 4.1.
 - b) Forum are asked to agree the following recommendation:
 - i) Continuation of the growth fund for 2016-17 at a cost of £1.163 (para 4.2)

3 Draft Schools Budget 2016/17

3.1 Indicative DSG and Draft Budget 2016/17

As reported in October the DSG settlement and datasets will not be announced until mid to late December, following which the funding formula and budget allocations will be reviewed and reported back to Schools Forum in January. The draft budget and resource statement reported to Forum in October has been updated below in **Table 1**.

Table 1: Draft DSG and Budget 2016/17

2015/16	£'000
Est DSG Funding 15/16 (incl £1.502 NRA Growth)	308,550
DSG Reserves	2,573
Total Resources Available 2015/16	311,123
2016/17 Estimated DSG	
Early Years (3-4 Year Olds)	13,839
Early Years - 2 year olds	5,718
Schools (5-15 Year Olds)	258,131
High Needs (assumed at 2015/16 levels)	31,458
Estimated DSG Funding 2016/17	309,146
Estimated Variation in Resources	-1977
Schools and Early Years Pressures	
School Formula - est Oct 15 Pupil Nos	1,041
Schools Formula – est Sept 16 Growth	1,759
Schools Formula – est Oct 15 FSM nos	-1,026
Total Formula Change	1,775
Early Years – 3 & 4 year old provision	323
Early Years – 2 year old provision	-612
Other Budget Pressures & Adjustments	
Growth Fund	-205
Rates – revaluations and uplift	140
Formula Adjustment – prim split site factor	100
Union Duties – to reflect actual costs	37
Central Licences – to reflect actual costs	87
High Needs Pressures	
Exceptional Needs	137
Outborough SEN Placements	800
Post 16 SEN Placements	395
Recoupment Post	-25
Total Pressures	2,951
Total Deficit in Budget	-4,928

This initial forecast of DSG and spend in 2016/17 is based on estimated October 2015/ January 2016 census data, and predictions of growth in NRAs, together with 2015/16 unit rates:

Assumptions in Table 1 should be noted as follows:

- DSG allocations will be 'flat cash' based on 2015/16 rates. This is based on operational and technical guidance for 2016/17 which was issued by DfE on 16 July.
- Schools Block element of DSG has been based on indicative pupil numbers data from the October 2015 census and will be revised when the DfE dataset is received in December. The profile for the factors used in the funding formula has been based on the October 2014 dataset.
- Changes in FSM numbers as recorded in the October 15 census have now been built into the projections resulting in a net reduction of approximately £1m in formula funding requirement
- Early Years Block element of DSG has been based on actual January 2016 numbers and estimated January 2017 numbers in PVI and Maintained settings
- Two Year Old Funding has been based on actual take up from April 2015. Estimated income has been based on actual January 2016 numbers and estimated January 2017 numbers. Estimated expenditure is based on projections of placements across the year.
- High Needs pressures that have been identified for 2016/17 have been included in the projections but further work will be carried out in the next few weeks and the final pressure may vary from the figure included
- Projected formula allocations for primary and secondary schools include expenditure of £1.759 in relation to the in year growth, the majority of which relates to former non-recoupment academies. This mid-year increase in pupil numbers is not reflected in the DSG allocation so this is an additional cost for the authority

3.2 Pupil Number Data

Table 2 shows the movement from October 2014 pupil numbers to October 2015 based on our own census data.

Primary numbers continue to rise with an increase of 723 between October 2014 and October 2015. This increase in numbers is split fairly evenly across maintained schools and academies. We are still required to fund in year growth for new schools that have not yet got pupils in all year groups. The increase of 212 pupils (364 pupils *7/12) comprises 26 in maintained schools (Edmonton County) and 186 in academies.

Secondary numbers have increased overall, with increases in growing academies offsetting reductions in numbers in some maintained schools and academies, some of which are significant.

Table 2: Pupil Number Data

Sector	Census October 2014	Estimated Census October 2015	Variance
Early Years (3&4YO)*	3,489	3,505	16
Primary	31,148	31,871	723
Primary Growth (Sept 16)	233	212	-21
Secondary	17,855	17,911	56
Secondary Growth (Sept 16)	137	158	21
Total	52,862	53,657	795

*Early Year numbers based on estimated net numbers funded for DSG in 2016-17

4.0 Services provided by the Local Authority from de-delegated budgets and pooled budgets

4.1 De-Delegated Services

Under the Schools and Early Years 2012 regulations certain services can be provided centrally if the Schools Forum, on behalf of the maintained schools in a phase, gives agreement to the de-delegation of part of their budget to fund the service. This approval for de-delegation is required on an annual basis. It should be noted that academies are not required to agree to this process, but may buy back services from the Local Authority from their allocated budget share.

The Table of De-delegated Services below has been prepared on the same basis as previous years

Table 3: De-delegated Services 2016-17

Budget	Sector	Total Budget	Allocation per pupil / FSM *
		£	£
Licenses & Subs - CLEAPPS	Prim & Sec	6,020	0.12
Free School Meals Eligibility	Prim & Sec	68,290	6.40
Maternity	Prim	273,990	8.54
	Sec	86,370	4.78
Staff Advertising	Prim & Sec	15,050	0.30
Primary Pool	Primary	18,290	0.57
Union Duties	Prim & Sec	143,940	2.87
Public Duties	Prim & Sec	2,010	0.04
Library & Museum Services	Prim	22,460	0.70
Long Service Awards	Prim & Sec	5,520	0.11

Budgets would be delegated on a per pupil basis with the exception of the Free School Meal Eligibility assessment budget which will be allocated on FSM eligibility. The per pupil allocations shown above are based on indicative data from the October 2015 census and will be revised once the DfE dataset has been received but the changes are expected to be minimal. The maximum level of de-delegation

per pupil is £13.93 per pupil secondary and £18.96 per pupil primary which is low compared to other local authorities.

It is proposed that with effect from 2016/17, the Licences and Subscriptions funding is now held centrally for all licences apart from CLEAPPS (Consortium of Local Education Authority for Provision of Science Services). The DfE now arranges the majority of licence cover for schools and academies centrally and the DSG is top sliced for the cost of this cover. As we have no control over this arrangement it would seem reasonable that this funding is retained centrally. CLEAPPS is still arranged locally and the table details the expected cost.

For 2016/17 there are various options in relation to these services

Option 1 – Continue to delegate this funding and operate these services on a de-delegated basis

Option 2 – Delegate this funding to schools and offer services on an SLA basis where this is appropriate

Option 3 – Delegate funding to schools with no de-delegation/SLA

Funding for 14-16 Practical Learning Options is currently delegated to schools at a rate of £6.52 per pupil, within the AWPU allocation. This has previously been subject to a pooled arrangement but can now be treated in line with one of the 3 options detailed above.

4.2 Growth Fund

The estimated cost of funding pupil growth in 2016-17 based on the methodology previously agreed by School's Forum is £1.163m, which is a saving of £0.2m from 2015-16. This saving largely relates to school expansions programmes that have now been completed. Schools Forum are asked to agree to the continuation of the Growth Fund at this level for 2016-17.

5. Other Schools Funding

5.1 Pupil Premium

The DfE have not made any announcements regarding the 2016/17 funding for pupil premium but the November spending review stated that funding would be protected in cash terms.

5.2 Sixth Form Funding

Funding rates for 2016/17 academic year have not yet been announced. Funding is expected to be at 2015/16 rates e.g. £4,000 per learner plus funding factor applications.

6. OPTIONS FOR CLOSING THE FUNDING GAP

The final budget position will not be confirmed until the DSG settlement is received in December. However it is not anticipated that the position will improve significantly, in which case decisions need to be made to close the funding gap identified in para 3.1. Schools Forum are asked to consider the following savings options:.

Option 1: Reduce Schools Formula Funding:

This was discussed at Schools Forum last year, with a number of options considered including: reduction of the AWPU; reduction of the lump sum and reduction of other formula factors. Feedback was that a reduction to the AWPU was felt to be the fairest way of allocating a saving across services. Given this feedback we have only modelled this option at this stage, although consideration could be given to other options if required.

Reduction in AWPU

As a rough guide reducing AWPU by £25 produces a saving of £1.25m. The impact of MFGs reduces this to just over £760k. An average primary with 440 pupils would lose £11k funding and a 1000 pupil secondary would lose £25k, less any MFG protection that they received

The results of the modelling showing the expected impact of a reduction to AWPU on individual schools is summarised in **Appendix A**. It should be noted that all modelling is indicative only at this stage pending the receipt of the 2016-17 dataset and settlement and the impact of MFG.

Option 2 : Reduce Centrally Retained Budgets (Schools Block & Early years)

Schools Forum approve centrally retained budgets within the schools and early years blocks annually. The budgets allocated are detailed in the next report on the agenda, together with details of the services provided and the outcomes delivered from the application of this funding. The Education Resources Group has reviewed these budgets and has suggested reductions which will be discussed in consideration of that report.

Option 3: Reduce Centrally Retained Budgets (High Needs block)

There are significant pressures on the High Needs block budgets this year, particularly in the areas of Outborough SEN Placements and Post 16 High Needs Placements where there are forecast overspends of £750k & £400k. This limits the ability to make reductions in the pupil led budgets and means that additional resources may need to be diverted from the Schools block to the High Needs block to address this pressure. However a review of High Needs budgets is being undertaken by Schools and Children's Services officers with a view to making savings in some of the central budgets to contribute to this pressure. This will be reflected in the final budget and will be reported in January.

DSG Reserves

£2.5m of reserves was used to supplement budget resources in 2015/16 and to create a contingency of £2m to offset predicted pressures in the High Needs block. It was highlighted to Schools Forum on taking this decision that this was one-off funding which would not be available in 2016/17.

DSG reserves are currently around £1.2m and this is likely to reduce at year end unless the current budget forecast improves. The latest monitor shows a forecast overspend £1.1m.

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MUNICIPAL YEAR 2015/2016 REPORT NO. 11

MEETING TITLE AND DATE:

Schools Forum – 9 December 15

REPORT OF:Interim Director of Children's Services and
Interim Chief Education Officer

Contact officer name and email:

Sangeeta Brown

Sangeeta.brown@enfield.gov.uk

Item:

Subject:**Dedicated Schools Grant: Central Budgets
2016-17****1. EXECUTIVE SUMMARY**

For 2015-16 Schools Forum agreed that funding should be allocated centrally for the provision of a number of services, which fall into the permitted categories of statutory functions and historical commitments. In line with previous arrangements, this report summarises information about the services, including proposed budgets for 2016 -17.

2. RECOMMENDATIONS

The Forum is asked to consider and approve the central budget allocations for 2016 -17.

3. BACKGROUND

- 3.1 The regulations associated with the School Funding Reforms require different approval arrangements for the individual elements of funding met from the Dedicated Schools Grant.
- 3.2 The Education Resources Group and the Schools Finance Board, as part of their review of the funding available and how it was used, requested information on all central services funded from the DSG. At the last meeting of the Schools Forum, it was requested that the information on central services also be circulated to Forum members. This information was circulated, separately in advance of this meeting, to all Forum members.
- 3.3 This report does not include information on central services funded from the High Needs and Early Years budgets. This report seeks the Schools Forum approval for the services funded from the Schools Block to be continued to be funded. The table below provides information on the central services that the Forum agreed to fund for 2015/16.

Description	2015/16 Budget £000	Proposed 2016/17 Budget £000
Statutory Functions		
31 School Admissions	897	897
32 Servicing Schools Forums	8	8
Total Statutory Commitments	905	905

Description	2015/16 Budget £000	Proposed 2016/17 Budget £000
Historical Commitments		
18 School Improvement Service	585	585
29 SIS Partnership and Professional Development Services	73	73
22 Community Parent Support	890	890
23 PE development & support	184	184
21 Disabled Children's Playschemes	74	74
13 Heart	42	42
9 Skills for Work (Work Experience)	134	134
16 Teacher recruitment and development	20	20
5 Contribution to Capital Programme	1,206	1,206
14 Hire of external premises/ temp classrooms/ playing fields	63	63
5 Schools Repairs & Maintenance	307	307
Total Historical Commitments	3,578	3,578
Total DSG Central Budgets	4,483	4,483

School Funding Arrangements for 2016/17
Report No: 13

SCHOOL FUNDING ARRANGEMENTS

1. DfE Documents – School funding in 2016-17

- 1.1 Following the update in the Governing Bodies termly pack and the Chancellor's Statement to Parliament in November 2015, this briefing confirms the Government's intention to maintain the current funding arrangements for 2016/17.
- 1.2 The key points, for school funding, contained in the Chancellor's statement included:
- protected in cash terms;
 - maintaining the funding for universal infant free school meals;
 - the Government's continued commitment to move towards a national funding formula. It is envisaged that the DfE will be publishing their initial proposals in the early part of next financial year.
- 1.3 The DfE are considering some changes to the Scheme for Financing.

2. Local Arrangements

- 2.1 In light of the confirmation by the Government and feedback from some schools, the local arrangements were reviewed. Although it is not possible to consider fundamental changes to the local funding formula nor advisable in advance of the publication of the proposals for the national funding formula, concerns have been raised by primary schools that have expanded and now operate on split sites.

The Local Authority has considered the concerns and is now seeking a change in the criteria for the growth fund in relation to permanent schools developed on a split site.

2.2 Current Arrangements

The current criteria for the growth fund includes a nominal amount of £25k for schools that have expanded and using off site facilities. This funding aims to meet the additional cost incurred for:

- Split Site Allocation (£25k in 2013-14)
- Rent Allocation (Based on actual)
- Rates Cost (Based on Actual)
- Any additional costs specific to individual provision (e.g. minibus £20k)

The above criteria does not allow for new purpose built expansions on a separate site not close to the home school. These schools have reported that they are incurring other costs associated with the management of the new site.

- 2.3 The costs for the schools have been assessed and benchmarked with the funding provided by other London authorities.

The Local Authority reviewed and considered the information provided by the schools on the additional costs they were incurring. It was noted that the schools were incurring additional costs other than those identified in paragraph 2.2 above due to operating on a split site.

Information was gathered from 14 other London authorities. The benchmarking found that:

- the Enfield rate for a primary split school was the lowest
- the range of the funding allocated for this factor was £25k to £135k

In order to allocate the split site funding, most of the other local authorities have a condition which the school must meet. The most common ones are:

- the two sites are divided by a public highway
- at least 0.5km apart
- the split site funding must not exceed the lump sum within the schools formula

The current funding provided to secondary schools is £164k.

2.4 Proposal

It is proposed that the amount provided to a primary school on split site is increased from £25k to £60k. It was found from the analysis of the information provided by the school as the level of cost a school would incur and also it was the average of the funding provided by other local authorities.

It is also proposed, in line with other local authorities, the following criteria is considered to the allocation of this funding:

- the two sites are divided by a public highway
- at least 0.5km apart

No change is proposed to the arrangements for secondary schools.

- 3.0 Views are sought on the proposals contained in paragraph 2.4.

MUNICIPAL YEAR 2015/2016 – REPORT NO. 14**MEETING TITLE AND DATE:**

Schools Forum – 9 December 2015

REPORT OF:

Director of Schools & Children's Services

Contact officer: Sangeeta Brown

E-mail: sangeeta.brown@enfield.gov.uk**Recommendation**

To note the workplan.

Agenda – Part:	
Subject:	Schools Forum: Workplan
Wards: All	

<u>Meetings</u>		<u>Officer</u>
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)	JF JT ES
January 2016	Schools Budget: 2016/17: Update High Needs - Update Universal Infant FSM	JF JT SB
March 2016	School Budget 2016/17: Update Enfield Traded Services to Schools Scheme for Financing Pupil Places strategy	JF SB SB MT

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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