

DUDLEY SCHOOLS FORUM

TUESDAY 4TH JUNE, 2013

AT 6.00PM
AT SALTWELLS EDUCATION
DEVELOPMENT CENTRE
BOWLING GREEN ROAD
NETHERTON
DUDLEY
DY2 9LY

If you (or anyone you know) is attending the meeting and requires assistance to access the venue and/or its facilities, could you please contact Democratic Services in advance and we will do our best to help you

HELEN SHEPHERD
ASSISTANT DEMOCRATIC SERVICES OFFICER
Internal Ext – 5236
External – 01384 815236

E-mail – helen.shepherd@dudley.gov.uk
You can view information about Dudley MBC on
www.dudley.gov.uk



IMPORTANT NOTICE

MEETINGS AT SALTWELLS EDUCATION DEVELOPMENT CENTRE, NETHERTON

Welcome to Saltwells Education Development
Centre

In the event of the alarm sounding, please leave the building by the nearest exit. There are Officers who will assist you in the event of this happening, please follow their instructions.

There is to be no smoking on the premises in line with national legislation. It is an offence to smoke in or on these premises.

Please turn off your mobile phones and mobile communication devices during the meeting.

Thank you for your co-operation.

Your ref: Our ref: Please ask for: Telephone No.
HS Helen Shepherd 01384 815236

23rd May, 2013

Dear Member

Dudley Schools Forum – Tuesday 4th June, 2013

You are requested to attend a meeting of the Dudley Schools Forum, which will be held at Saltwells Education Development Centre, Bowling Green Road, Netherton, Dudley, DY2 9LY on Tuesday 4th June, 2013 at 6.00 pm, to consider the business set out in the Agenda below.

Light refreshments will be available from 5.30 pm.

Yours sincerely



Director of Corporate Resources

Distribution:-

All Members of the Dudley Schools Forum, namely:-

Mrs Belcher	Mr Conway	Mr Dallaway	Mr Derham	Mrs Garratt
Mrs Hannaway	Mr Harris	Mrs Hazlehurst	Mr Hudson	Mr Jones
Mr Kelleher	Mr Kirk	Mr Patterson	Ms Pearce	Mrs Quigley
Ms Richards	Mr Ridney	Mrs P Rogers	Mrs Ruffles	Mr Shaw
Mr Ward	Mr Warren	Mr Weaver	Mrs Withers	

c.c - Councillor Crumpton – Cabinet Member for Integrated Children’s Services;
Councillor Marrey – Chair of the Children’s Services Scrutiny Committee;
Jane Porter – Director of Children’s Services;
Ian McGuff – Assistant Director of Children’s Services;
Karen Cocker – Children’s Services Finance Manager, Directorate of Corporate Resources;
Sue Coates – Principal Accountant, Directorate of Corporate Resources.

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies for absence from the meeting.

2. APPOINTMENT OF SUBSTITUTE MEMBERS

To report the appointment of any substitutes for this meeting of the Forum.

3. MINUTES

To approve as a correct record and sign the minutes of the meeting of the Forum held on 19th March, 2013 (attached).

4. MATTERS ARISING FROM THE MINUTES

Any other matters arising from the Minutes of the meeting of the Forum held on 19th March, 2013 not included on the agenda for this meeting.

5. SCHOOLS FORUM MEMBERSHIP – UPDATE (PAGES 1 - 4)

To consider the report of the Director of Children's Services.

6. DEDICATED SCHOOLS GRANT OUTTURN 2012/13 (PAGES 5 - 10)

To consider the report of the Director of Children's Services.

7. COMBINED SERVICES BUDGET OUTTURN 2012/13 (PAGES 11 - 16)

To consider the report of the Director of Children's Services.

8. REVIEW OF 2013/14 SCHOOL FUNDING ARRANGEMENTS

To receive a verbal update from the Director of Children's Services.

9. EDUCATION FUNDING AGENCY OBSERVER STATUS
REPRESENTATIVE

To receive a verbal update from the Director of Children's Services.

10. DATE OF NEXT MEETING

9th July, 2013

Saltwells EDC, Bowling Green Road,
Netherton, DY2 4LY

DUDLEY SCHOOLS FORUM

Tuesday, 19th March, 2013 at 6.00 pm
at Saltwells Education Development Centre,
Bowling Green Road, Netherton, Dudley

PRESENT:-

Mr L Ridney - Chair

Mrs J Belcher, Mr J Conway, Mr I Dalloway, Mr C Derham, Mrs P Hazlehurst, Mr S Hudson, Mr J Kelleher, Mr M Lynch, Mr Patterson, Mrs J Quigley, Mrs A Richards, Mrs H Ruffles, Mr B Warren and Mr M Weaver.

Persons not a member of the Forum but having an entitlement to attend meetings and speak

Cabinet Member for Integrated Children's Services (Councillor Crumpton) and the Director of Children's Services

Officers

Assistant Director of Children's Services (Education Services) (Directorate of Children's Services); Children's Services Finance Manager, Senior Principal Accountant and Mrs K Griffiths (Directorate of Corporate Resources)

1. APOLOGIES FOR ABSENCE

Apologies for absence from the meeting were received on behalf of Mrs A Garratt, Mrs A Hannaway, Mr P Harris, Mr P Jones, Mr D Kirk, Ms T Pearce, Mrs P Rogers, Mr N Shaw, Mr R Timmins, Mr D Ward and Mrs G Withers.

2. APPOINTMENT OF SUBSTITUTE MEMBERS

It was noted that Mr Patterson and Mr Ridney had been appointed as substitute members for Mr Timmins and Mr Harris respectively, for this meeting of the Forum only.

3. MINUTES

RESOLVED

That the minutes of the meeting of the Forum held on 12th February, 2013, be approved as a correct record and signed.

4. MATTERS ARISING FROM THE MINUTES

No issues were raised under this item.

5. DEDICATED SCHOOLS GRANT PLANNING PROCESS 2013/14 - UPDATE

A report of the Director of Children's Services was submitted on the Dedicated Schools Grant budget planning process for 2013/14 and to the annual consultation on financial issues, as required by the Schools Forum (England) Regulations 2012.

The Children's Services Finance Manager presented the report in detail referring Members of the Forum to paragraphs of specific importance.

Concerns were raised by Forum Members in relation to Table 1 – Dudley Dedicated Schools Grant position for 2013/14 at 6th March, 2013, outlined in paragraph 8 of the report submitted, and the final budget adjustments that had been necessary as part of the budget covering the Schools Block, Early Years Block and the High Needs Block for 2013/14, as detailed in paragraph 9 of the report. The Children's Services Finance Manager confirmed that there was still outstanding adjustments in respect of the DSG, for example Post 16 FE and indicated that further in year updates would be given on any relevant changes.

The report outlined the annual consultation process required in respect of those financial areas prescribed within the Schools Forum Regulations 2012, further information was provided at the meeting giving Members an opportunity to discuss these areas in more detail. A Member raised concerns in relation to funding Specialist Units such as the Hearing Impaired Unit. He stated that in relation to the current funding for 2012/13 this would be protected for 2013/14 and queried how Dudley was planning to fund the provision in the future financial years. In responding, the Children's Services Finance Manager acknowledged the concerns raised and indicated that the Local Authority was committed in finding a solution to ensure that access to provision for specialist units such as Hearing Impaired Units will be available for schools in the Dudley Borough. She stated that an update on the position would be given to a future meeting of the Schools Forum.

The Assistant Director (Education Services) indicated that the principle behind the reform of the school revenue funding system, in particular the new approach to high needs funding would help give a more consistent and transparent approach in how funding would be distributed to schools in that funding should follow the pupil.

In response to questions raised by a Member in relation to assessments for funding of High Needs pupils and the costs involved, the Children's Services Finance Manager confirmed that processes were already in place and there would be no difference to how children in special schools were currently being assessed.

In referring to paragraph 17 of the report, a Member of the Forum indicated that she had given her staff the opportunity to train in special areas such as Pupil Referral Units, however, stated that the training had now ceased due to the restructuring of the Pupil Referral Unit. She indicated that schools in the Dudley Borough had similar problems with staff shortages and suggested that staff who specialised in teaching in the Pupil Referral Unit could be accessed when required. In responding, the Children's Services Finance Manager assured Members of the Forum that the Local Authority was committed to working with schools to find a solution.

The Children's Services Finance Manager, in referring to the Annual Consultation Process, then briefly outlined arrangements for pupils with special educational needs (SEN) as summarised in paragraphs 13-16 of the report submitted. The Assistant Director (Education Services) referred to paragraph 16 and indicated that an SEN Board would be set up to discuss future changes.

The Children's Services Finance Manager referred to paragraph 24 of the report in relation to additional financial support to Pupil Referral Units (PRUs) and confirmed that proposals were currently being drafted and would be presented to the Schools Forum at a future meeting.

Reference was made to the planned number of places at the PRU provision at The Mere. Officers referred to ongoing work and indicated that all planned place provision now had to be communicated and agreed with the DfE. This would not necessarily result in additional funding being made available to Dudley. Discussions were ongoing.

Reference was also made to ongoing discussions with headteachers concerning the arrangements for Early Years Provision.

The Forum noted that in respect of certain government grants, the expenditure would be monitored by Ofsted.

RESOLVED

- (i) That the information contained in the report and appendix to the report submitted be noted.

- (ii) That, approval be given to the movement of the 2013/14 Dedicated Schools Grant between the three funding blocks as detailed in Table 1 (Dudley Dedicated Schools Grant 2013/14 at 6th March, 2013) and paragraph 9 of the report submitted.
- (iii) That a further update be provided at the Summer term meetings in respect of the Pupil Referral Unit review and the additional financial support required.
- (iv) That the comments of the Forum in relation to the financial issues outlined above, be noted.

6. REVIEW OF 2013-14 SCHOOL FUNDING ARRANGEMENTS

A report of the Director of Children’s Services was submitted providing an update on the DfE’s consultation document “Review of 2013-14 School Funding Arrangements” published on 12th February, 2013 and to agree a response on behalf of Schools Forum.

The Senior Principal Accountant gave a detailed overview of the information presented in the report and appendices submitted to the meeting.

Officers noted comments made in relation to question 17 (In cases where a population bulge is imminent, what is preventing good and necessary schools from staying open?) of the Review of 2013/14 School Funding Agreement Response Form, as outlined in Appendix C of the report submitted.

RESOLVED

- (i) That the content of the Review of 2013-14 School Funding Arrangements document as outlined in Appendix A of the report submitted be noted.
- (ii) That the Director of Children’s Services note the comments of the Forum in relation to the proposed consultation response.

7. DUDLEY’S SCHEME FOR FINANCING SCHOOLS – APPROVAL BY SCHOOLS FORUM

A report of the Director of Children’s Services was submitted on the proposed amendments required to Dudley’s Scheme for Financing Schools from April 2013.

The Children's Services Finance Manager gave a detailed overview of the information presented in the report and appendix submitted to the meeting.

In relation to the appendices, a Member asked for titles of the KS3, KS4 and Cherry Tree Learning Centre to be amended before publication to read:

- Secondary Short Stay School KS3;
- Secondary Short Stay School KS4;
- Cherry Tree Learning Centre.

RESOLVED

That approval be given to the proposed amendments required to the Dudley's Scheme for Financing Schools effective from April 2013, as outlined in Appendix A with amendments to the PRU titles as discussed, to the report submitted.

8. THE PUPIL PREMIUM - REPORTING

A report of the Director of Children's Services was submitted to update members in respect of the recent publications issued by Ofsted, which provide information, advice and guidance in respect of the Pupil Premium.

The Senior Principal Accountant gave a detailed overview of the information presented in the report and appendices submitted to the meeting.

A Member of the Forum undertook to send additional information to the Children's Services Finance Manager for inclusion in the Budget fact Sheet to be issued to schools in March 2013.

RESOLVED

- (i) That the latest guidance and publications issued by Ofsted in respect of the Pupil Premium be noted.
- (ii) That the Director of Children's Services note the there are no additional comments of the Forum in relation to The Pupil Premium (Appendix A) and the Analysis and challenge tools for schools January 2013 (Appendix B).

9. BUDGETS DELEGATED 2013/14

The Director of Children's Services gave a verbal update on the Budgets Delegated for 2013/14 and referred to the decision of the Schools Forum regarding de-delegations, the correct processes and the associated Equality Impact Assessments to be carried out. Discussions were ongoing to ensure that the management and co-ordination of services continued to be provided to schools.

The Community Languages programme was accessed by 500 children within the Borough. Should the service need to cease or change, due to insufficient buy back from schools or income from other stakeholders, then this action would be deferred until the 2012/13 academic year was completed. The staff may need to be put at risk if the service could not establish sufficient funds to pay for the teaching provision, at which time, the Equality Impact Assessment procedures would be followed.

For the Ethnic Minority and Behavioural Support Service consultant staff, the service was subject to buy back arrangements with schools for 2013/14. However, if there were insufficient funds to pay for the services then the staff would need to be put at risk, at which time, Equality Impact Assessment procedures would be followed.

A further update would be provided to Schools Forum during the Summer term meetings.

RESOLVED

That the verbal update by the Director of Children's Services be noted.

10. SCHOOLS FORUM MEMBERSHIP – UPDATE

A report of the Director of Children's Services was submitted on forthcoming appointments to the Forum's membership with effect from 1st May, 2013.

RESOLVED

That the report submitted in relation to the appointment of two new Schools Forum Members with effect from 1st May, 2013, subject to the Council's democratic process of approval, as outlined in paragraph 4 of the report submitted, be noted.

11. DATES OF FUTURE MEETINGS OF THE FORUM

RESOLVED

That the dates and venues of the remaining meetings of the Forum in 2012/13 be noted.

12. COMMENTS BY THE CHAIR

The Chair, on behalf of the Forum, expressed thanks to the Assistant Director (Education Services) for his support and attendance at the Forum meetings and wished him every success in his future career.

The meeting ended at 7.40pm.

CHAIR

Schools Forum 4 June 2013

Report of the Director of Children's Services

Schools Forum Membership - Update

Purpose of Report

1. The purpose of this report is to advise on the appointments to the membership of Schools Forum.

Budget Working Group Discussed

2. No.

Schools Forum Role and Responsibilities

3. Schools Forum is responsible for ensuring that the constitution and membership meet the legislative requirements detailed in the School Forum (England) Regulations 2012, effective from 1 October 2012.

Action for Schools Forum

4. To note the report and the appointments to the membership of Schools Forum.

Attachments

5. None

Karen Cocker
Children's Services Finance Manager
10 May 2013

Schools Forum 4 June 2013

Report of the Director of Children's Services

Schools Forum Membership - Update

Purpose of Report

1. The purpose of this report is to advise on the appointments to the membership of Schools Forum.

.

Schools Forum Membership

Background

Membership

2. The constitution of Schools Forum currently totals 29 members, of which there are 22 Schools members, 2 Academy members, and 5 Non-Schools members.
3. Members are elected on a three year rolling programme with Headteacher and the Pupil Referral Unit manager posts from the 1 November and all other posts from the 1 May.

Appointments and Amendments

School Members

4. At the Schools Forum meeting on the 19 March 2013 it was reported that Mr Ridney and Mr Patterson had been elected as members from 1 May 2013 for the 3 year period to 30 April 2016. This appointment has now been formalised through the Council's decision making process.

Academy Vacancy

5. One of the two Academy representative posts became vacant on the 24 January 2013 when Mrs S. Rogers from Windsor High School resigned from the post. All Academy Schools were invited to nominate a representative via their Governing Bodies by the 27 March 2013.

6. Two nominations were received from Mr S. Platford the Deputy Head at High Arcal Academy and Mr M Price a governor at Holly Hall Academy. As more than one nomination was received an election was then held which resulted in Mr S. Platford being proposed as the nominated Academy representative effective for the remaining 1 year term of office ending 30 April 2014.
7. This appointment will need to be formalised through the Council's decision making process before the membership is operational. As this is expected to be after the date of Schools Forum on 4 June 2013, Mr Platford will be invited as a member to the July meeting.

Non school Members

Union and Professional Associations

8. The representative of the recognised Unions and Professional Associations, nominated by the staff side of the Directorate Joint Consultative Committee expired on 30 April 2013. Therefore the Joint Consultative Committee has been contacted to nominate a member from 1 May 2013.
9. At the time of writing the report the JCC had not responded to the request for a replacement therefore as this appointment will need to be formalised through the Council's decision making process before the membership is valid, it is anticipated that the JCC nomination will be eligible as a member in time for the July Schools Forum meeting.

Catholic Schools Commission

10. There remains a vacancy for a representative of the Catholic Schools Commission nominated by the Commission. The Commission has been contacted on a number of occasions but has not identified a nomination for the position which has been vacant since July 2012.

Dudley 14–19 Strategic Partnership

11. There remains a vacancy for representative of the Dudley 14–19 Strategic Partnership, nominated by the Partnership.

Finance

12. The funding of schools is prescribed by the Department for Education (DfE) through the School and Early Years Finance (England) Regulations 2012.
13. Schools Forums are regulated by the Schools Forums (England) Regulations 2012.
14. From 1 April 2006, the Schools Budget has been funded by a direct grant; Dedicated School Grant (DSG).

Law

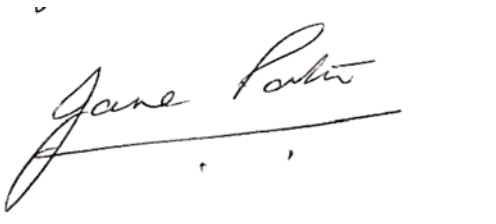
15. Councils' LMS Schemes are made under Section 48 of the School Standards and Framework Act 1998. The Education Acts 1996 and 2002 also have provisions relating to school funding.

Equality Impact

16. The Council's Equal Opportunities Policy is taken into account when considering the allocation of resources.

Recommendation

17. Schools Forum to note the contents of the report provided in respect of Dudley's Schools Forum membership appointments from May 2013.

A handwritten signature in black ink that reads "Jane Porter". The signature is written in a cursive style and is positioned to the left of a vertical line.

Jane Porter
Director of Children's Services

Contact Officer: Karen Cocker, Children's Services Finance Manager
Karen.cocker@dudley.gov.uk Tel: 01384 815382

Schools Forum 4 June 2013

Report of the Director of Children's Services

Dedicated Schools Grant Outturn 2012/13

Purpose of Report

1. To provide Schools Forum with financial data in respect of the Schools Budget for the 2012/13 financial year ended 31 March 2013.

Budget Working Group Discussed

2. Yes -20 May 2013.

Schools Forum Role and Responsibilities

3. From 1 April 2006, the Schools Budget has been funded by a direct Department for Education (DfE) grant: the Dedicated School Grant (DSG).
4. Schools Forum is the 'guardian' of the local Schools Budget, and its distribution among schools and other bodies, and therefore must be closely involved throughout the development process.

Action for Schools Forum

5. To note the 2012/13 financial outturn in respect of the Schools Budget summarised at Appendix A.

Attachments to Report

6. Appendix A - DSG Outturn Statement 2012/13.

Karen Cocker
Children's Service Finance Manager
20 May 2013

Schools Forum 4 June 2013

Report of the Director of Children's Services

Dedicated Schools Grant Outturn 2012/13

Purpose of Report

1. To provide Schools Forum with financial data in respect of the Schools Budget for the 2012/13 financial year ended 31 March 2013.

Background

2. The Dedicated Schools Grant (DSG) funds the Schools Budget. The Schools Budget is a combination of centrally retained budgets together with the ISB (Individual Schools Budget).
3. The DSG is a ring fenced grant and can only be applied to meet expenditure properly included in the Schools Budget, as defined by the School Finance and Early Years Regulations 2012.
4. At outturn stage, the local authority is required to append an additional note to the Statement of Accounts confirming the deployment of the DSG in support of the Schools Budget, as required by the Accounts and Audit (Amendment) (England) Regulations 2006. The Chief Finance Officer is also required to confirm final deployment of the DSG in support of the Schools Budget in connection with the section 251 outturn form.

DSG Out-turn for 2012/13

5. For the 2012/13 financial year the DSG was £204.331m (after Academy School budget transfers). The year-end position recorded the DSG net expenditure at £201.798m. Thus the roll-forward of 2012/13 DSG is £2.533m and this relates to the centrally retained areas; Appendix A refers.
6. For the purposes of declaring the DSG outturn, the amount of Individual Schools Budget (ISB) actually distributed to schools is regarded, for DSG purposes, as spent by the authority once it is deployed to schools' budget shares. Thus whilst the ISB element of the DSG can be under-spent this is recorded as schools roll-forwards, which for 2012/13 is £7.27m.

Central DSG Expenditure

7. If an authority's actual spend on central expenditure is less than its central expenditure budget, the under-spend must be carried forward to support the Schools Budget in future years. For 2012/13 the DSG roll-forward attributable to the centrally retained budgets is £2.533m.
8. During 2012/13, £0.265m of the 2011/12 accumulated roll-forward has been spent with commitments to spend the balance in 2013/14 and Table 1 summarises the cumulative position of the DSG central reserve.

Table 1 – Central DSG Reserve Summary

	£ m	£ m
2011/12 Cumulative Roll forward Available		4.553
Expenditure in 2012-13 from the carry forward		
Astley Burf- cabinets/dining room glazing	(0.028)	
Outreach at Pensmeadow School	(0.039)	
DGFL Legal costs of judicial review	(0.026)	
Admissions and special education needs data back scanning	(0.006)	
Looked after pupils tuition – early into care/pupil premium work	(0.008)	
Primary Behavioural project Intervention project work through Short Stay Schools Service	(0.042)	
Secondary behavioural project through Township Fair Access Panels	(0.116)	
		(0.265)
Underspend from 2011-12 Centrally Retained DSG		2.533
2012-13 Carry forward balance		6.821
Commitments in 2013/14		
Astley Burf- mower shed	(0.003)	
Loans pool facility for VA and Foundation schools- agreed by Schools Forum in 2010 but not used to-date	(1.270)	
Secondary Township work – Fair Access Panel project	(0.384)	
Primary Behavioural project Intervention project work through Short Stay Schools Service on going project	(0.058)	
Primary school support collaborative work	(0.300)	
Pensnett security and support to closed building	(0.100)	
Looked after pupils tuition – early into care/pupil premium work ongoing project	(0.040)	
Project to change over processes from statements of SEN	(0.100)	
Admissions and special education needs data back scanning	(0.050)	
Delegations of services support until August 2013	(0.050)	
Potential support to schools with equal pay liability	(2.000)	
		(4.355)
Balance to be allocated		2.466

Individual Schools Budgets – DSG Expenditure

9. Table 2 summarises the schools opening reserves at 1.4.2012 which were £20.169m. Of this £7.546m was utilised during 2012/13 before the 2012/13 roll-forwards of £7.270m were added at 31.3.2013. Giving the total school delegated reserves at 31.3.2013 of £19.893m; a net reduction of £0.276m. .

Table 2 – School Reserves from Delegated Budgets

Reserve Type	2011/12 £	2012/13 £	Net Variance £
General Contingency	10,191	0	(10,191)
Single Status & Equal Pay Reserve	6,412,334	6,046,618	(365,716)
Specific Contingency	9,020,105	7,731,740	(1,288,365)
VA/Foundation Capital Projects	2,627,588	2,984,352	356,764
LEA Capital Projects	2,396,757	3,223,675	826,918
Approved Loans	-382,400	-302,800	79,600
Reserves to Balance Budget	84,305	209,724	125,419
Total	20,168,880	19,893,309	(275,571)

Table 3 – School Trading Accounts

Reserve Type	2011/12 £	2012/13 £	Variance £
School Trading Accounts	2,396,718	2,052,608	(344,110)

10. The reserves in Table 3 relate to activities such as before and after school clubs, extended school arrangements, cluster arrangements, children's centres, adult education and leisure activities.

Finance

11. The funding of schools is prescribed by the Department for Education (DfE) through the School and Early Years Finance (England) Regulations 2012.
12. Schools Forums are regulated by the Schools Forums (England) Regulations 2012.
13. From 1 April 2006, the Schools Budget has been funded by a direct grant: Dedicated School Grant (DSG).

Law

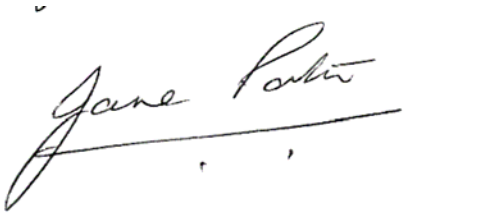
14. Councils' LMS Schemes are made under Section 48 of the School Standards and Framework Act 1998. The Education Acts 1996 and 2002 also have provisions relating to school funding.

Equality Impact

15. The Council's Equal Opportunities Policy is taken into account when considering the allocation of resources.

Recommendation

16. Schools Forum to note the 2012/13 Outturn in respect of the Schools Budget, which is funded by the DSG and the planned use of the roll forward as detailed in Table 1.

A handwritten signature in cursive script that reads "Jane Porter". The signature is written in black ink and is positioned to the left of a vertical line that extends downwards from the end of the signature.

Jane Porter

Director of Children's Services

Contact Officer: Karen Cocker, Children's Services Finance Manager

Karen.cocker@dudley.gov.uk Tel: 01384 815382

Appendix A

Dedicated Schools Grant Outturn 2012/13

Director of Children's Services DSG Budget Area	2012/13 DSG Revised Budget £m	2012/13 DSG Outturn Actual £m	2012/13 Variance () =u'spend £m	Outturn to Budget %	Comments
ISB (Nursery, Primary, Secondary and Special Schools)	187.590	187.590	0*	100%	*School roll-forwards from 2012/13 totalled £7.27m
Centrally Retained Budgets	19.963	17.430	(2.533)	87%	Under-spend relates to Special Education Needs and Early Years services: service vacancies; Extra District recoupment and specialist provision
EFA 6 th form grant	(3.222)	(3.222)	0	100%	No variance
Total	204.331	201.798	(2.533)	98.76%	

Schools Forum 4 June 2013

Report of the Director of Children's Services

Combined Services Budget Outturn 2012/13

Purpose of Report

1. To provide Schools Forum with financial data in respect of the Combined Services Budget for the 2012/13 financial year ended 31 March 2013.

Budget Working Group Discussed

2. Yes – 20 May 2013.

Schools Forum Role and Responsibilities

3. The Schools Funding Regulations include a provision for "Combined Budgets" under the types of funding that can be retained centrally from the Dedicated Schools Grant; it is conditional that the Schools Forum agrees the amounts involved and ensures that there is an educational benefit to the pupils.
4. It is a requirement that the local authority provides an annual outturn report to the Forum in respect of the combined services budgets.
5. From 2013/14, in line with the School Funding Reforms, any budget deductions under the Combined Budget provision must not exceed the amount deducted for the previous funding period. This means that no new Combined Budgets can be allowed and those approved before 2013/14 must be constrained in value to the budget set aside in the previous funding period of 2012/13.

Action for Schools Forum

6. To note the 2012/13 financial outturn in respect of the combined services budgets.

Rebecca Yates
Senior Principal Accountant
15 May 2013

Schools Forum 4 June 2013

Report of the Director of Children's Services

Combined Services Budget Outturn 2012/13

Purpose of Report

1. To provide Schools Forum with financial data in respect of the Combined Services Budget for the 2012/13 financial year ended 31 March 2013.

Background

2. The Dedicated Schools Grant (DSG) funds the Schools Budget. The Schools Budget is a combination of centrally retained budgets together with the ISB (Individual Schools Budget).
3. The DSG is a ring fenced grant and can only be applied to meet expenditure properly included in the Schools Budget, as defined by the School Finance and Early Years (England) Regulations 2012.
4. The Schools Funding Regulations include a provision for "Combined Budgets" under the types of funding that can be retained centrally from the Dedicated Schools Grant. Prior to 2013/14 it was conditional that the Schools Forum agreed the amounts involved and ensured that there is an educational benefit to the pupils.
5. From 2013/14, in line with the School Funding Reforms, any budget deductions under the Combined Budget provision must not exceed the amount deducted for the previous funding period. This means that no new Combined Budgets can be allowed and those approved before 2013/14 must be constrained in value to the budget set aside in the previous funding period of 2012/13.
6. For 2012/13 Schools Forum has exercised its authority to allocate central funds for:
 - a. Astley Burf Outdoor Activity Centre
 - b. Carbon Reduction Commitment
 - c. Anti Bullying Co-ordinator
 - d. Staying Safe on School Trips
 - e. Domestic Abuse and Referrals Team (DART) – Education Liaison Post
 - f. School Safeguarding Trainer
 - g. School Information Governance Officer
 - h. Place Planning Support Officer
 - i. Pupil census work within the Data and Information Team

7. Table 1 details the budgets allocated for 2012/13

Table 1 – Budget Allocations 2012/13 for Approved Combined Budgets

Details	2012/13 DSG Budget £	2012/13 DSG Out-turn £
Astley Burf Outdoor Activity Centre	10,300	10,300
Carbon Reduction Commitment	100,000	41,764
Anti Bullying Co-ordinator	50,000	0
Staying Safe on School Trips	31,000	31,000
Domestic Abuse and Referrals Team (DART) – Education Liaison Post	39,200	0
School Safeguarding Trainer	35,900	35,900
Information Governance	20,300	20,300
Place Planning Support Officer	33,300	33,300
Pupil Census	30,700	30,700
Total	350,700	203,264

2012/13 Update on Combined Budget Activities

8. Astley Burf

The £10,300 contribution from the DSG has enabled the centre to offer the outdoor adventure experience to children who are eligible for free school meals at no charge, the centre has been able to remain financially viable. The centre has been fully utilised this year and is often referred to as the jewel in the crown. To see the enjoyment and excitement of the children who attend is a delight.

9. Carbon Reduction Commitment

During 2012/13 £41,764 has been spent of the £100,000 allocated. The budget was earmarked for staffing, electrical and mechanical services and energy surveys. The intention was to work with 33 settings during the first year, at present 37 settings have been invited into the programme of which 31 have become actively involved. There was a delay in the commencement of the process caused by contracting a suitable company to complete the surveys.

By 31 March 2013, 15 surveys have been completed and issued to settings by Briar Associates. Following the issue of the report the Project Officers conduct an overnight survey at the school following the recommendations of the report. The Project Officers then discuss these results and possible savings with the schools if the recommendations are carried out. It is anticipated that savings could be made by all schools surveyed to date. This is a rolling programme of support to all Dudley schools.

10. Anti Bullying Co-ordinator

The £50,000 funding provided has not been utilised during 2012/13 financial year, due to difficulties recruiting a suitable applicant. The post holder has now been successfully appointed and commenced employment week commencing 13 May 2013. The post will help schools to further develop their policies and practice to prevent, reduce or tackle bullying and maintain progress from the 2011/12 anti-bullying project. The role will also establish longer term arrangements for anti-bullying from 2013/14.

11. Staying Safe on School Trips

These funds provided the framework for the risk assessment of off-site educational visits by Dudley children and young people. The continuing costs of training with regards to service development and health and safety issues, and the maintenance of the on-line system used for reporting and recording the visits are also supported from these funds. Due to the continued effectiveness of the service there has not been a single serious incident within the last 12 months as all risks have been managed effectively.

12. Domestic Abuse Referral Team (DART) – Education Liaison Post

The £39,200 funding provided has not been utilised during 2012/13 financial year due to difficulties recruiting a suitable applicant. The post holder has now been successfully recruited and commenced employment from 15 April 2013.

The post will help to respond to the needs of children living in households where domestic abuse is alleged to have occurred by working directly with schools in alerting them to various situations and engaging them as part of the support network to keep children safe and promote their welfare. The post will also be able to offer advice and support to schools regarding thresholds and referral pathways where high levels of service may be required for individual children and their families.

13. School Safeguarding Trainer

The £35,900 funding has enabled the Schools Safeguarding Trainer to deliver safeguarding sessions in the school environment. During the 2012/13 financial year approximately 2,500 training places were taken up by education staff. The funding has also enabled the Safeguarding Trainer to attend a small number of assemblies and e-safety sessions with parents.

14. Schools Information Governance Officer (SIGO)

The £20,300 has enabled the SIGO to work proactively to ensure schools are aware of and are meeting their information governance responsibilities. 72 schools have now received support or guidance on information governance matters.

Examples of support provided to schools are as follows:-

- A total of five schools were randomly selected and informal visits undertaken to better understand schools understanding of information governance and any particular help required.
- Schools are required to individually register with the Information Commissioner (ICO), and the registration was checked for all 105 schools on a monthly basis. For 37 schools, CCTV was part of the registration and these schools were asked to complete a small user CCTV checklist (11 responses received).
- Seven schools supported in dealing with information security breaches.

- All 105 schools websites have been checked to establish if schools have a publication scheme. The SIGO identified 20 schools where either no publication scheme existed, or the information available was incomplete. These have been informed and eight have responded and received further advice and guidance.
- 14 schools have requested visits to discuss information governance.
- In addition to the information governance online training which is available to all schools, 5 schools have requested formal training sessions for staff or governors.
- Five schools supported in responding to freedom of information requests and one appeal against an FOI request and subsequent complaint to the Information Commissioner.
- Three schools supported in responding to subject access requests.
- Five schools supported regarding information governance policies / records management.

15. Place Planning Support Officer

The support analyst post of £33,300 has provided much needed resilience within the place planning team, providing critical support for the place planning function. This has involved improving and updating the pupil forecasting model which in turn links directly to the local authority mandatory DfE School Capacity Return. The pupil projections are one of the data sets that feed into the place planning process and inform where additional school places are required across the borough.

In addition to this, the team also produce the school deprivation profiles annually and undertake bespoke work with schools. This involves looking at specific brackets of pupils from the information supplied by their census data (FSM, SEN, Ethnicity) and linking this with Super Output Areas of deprivation. The linkages with neighbouring authorities have been expanded to obtain out of borough pupil information to better inform migration hot spots and the impact on schools affected by this.

16. Pupil Census

The £30,700 funding provided has been used during 2012/13 financial year to pay for staff to support the school census and school workforce census data collections. This has enabled more detailed work to be performed and maximisation of the Pupil Premium funding for schools, in particular working with the Free School Meals team to highlight where pupils had been authorised to receive a free school meal but hadn't been included as such on their School Census return.

The funding was also used to fund staffing costs associated with the on-going development of the Co-ordinated Admissions computer system. This system was introduced in September 2010 and enables schools to see their new applicants on-line via the Schools Admissions (SAM) website. Schools can therefore see up to date information rather than being sent out of date spreadsheet information.

17. All projects currently supported by the Dedicated Schools Grant under the Combined Budget provision are planned to continue into 2013/14. The budget of £350,700, earmarked to enable the projects to continue, was approved by Schools Forum at the 12 February 2013 meeting.

18. The funding of schools is prescribed by the Department for Education (DfE) through the School Finance and Early Years (England) Regulations 2012.
19. Schools Forums are regulated by the Schools Forums (England) Regulations 2012.
20. From 1 April 2006, the Schools Budget has been funded by a direct grant: Dedicated School Grant (DSG).

Law

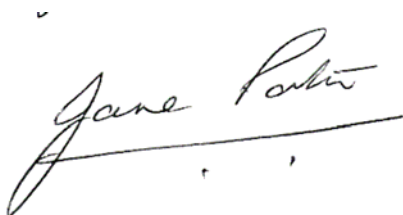
21. Councils' LMS Schemes are made under Section 48 of the School Standards and Framework Act 1998. The Education Acts 1996 and 2002 also have provisions relating to school funding.

Equality Impact

22. The Council's Equal Opportunities Policy is taken into account when considering the allocation of resources.

Recommendation

23. Schools Forum to note the report in respect of the combined services budget outturn for 2012/13 and the ongoing budget set aside to continue the projects in 2013/14.



Jane Porter

Director of Children's Services

Contact Officer: Karen Cocker, Children's Services Finance Manager
Karen.cocker@dudley.gov.uk Tel: 01384 815382