

Schools Forum

**4 February 2014
4.00pm**

Conference Room 2
North London Business Park
Building 4

Agenda, Papers and
Minutes of the last meeting

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1. SCHOOLS FORUM MEMBERS

Sector	Position	Name	School	Member Until
Nursery Schools (1)	Headteacher	Jane Chew	St Margaret's	07 Dec 2016
Primary Schools (12)	Community – Headteacher 1	Jeanette Adak	Monkfrith	30 Sep 2016
	Community – Headteacher 2	Helen Schmitz	Cromer Road	30 Sep 2016
	Community – Headteacher 3	VACANT	VACANT	VACANT
	Community – Headteacher 4	Sally Lajalati	Colindale	30 Sep 2014
	Community – Governor 1	Liz Pearson	Holly Park & Livingstone	30 Sep 2016
	Community – Governor 2	Kim Garrod	Church Hill	07 Dec 2016
	Community – Governor 3	Catrin Dillon	Martin Primary	07 Dec 2016
	Foundation & VA –Headteacher 1	VACANT	VACANT	VACANT
	Foundation & VA –Headteacher 2	Dee Oelman	St Mary's & St John's	30 Sep 2016
	Foundation & VA –Headteacher 3	Tim Bowden	Holy Trinity	30 Sep 2016
	Foundation & VA – Governor 1	Anthony Vourou	St John's N11	30 Sep 2016
	Foundation & VA – Governor 2	VACANT	VACANT	VACANT
Secondary Schools (3)	Headteacher - 1	Seamus McKenna	Finchley Catholic	31 Nov 2016
	Headteacher - 2	Jeremy Turner	Friern Barnet	31 Nov 2014
	Governor	Patricia French	St Mary's High	07 Dec 2016
Special Schools(2)	Governor	Gilbert Knight (Chair)	Oakleigh	30 Sep 2016
	Headteacher	Jenny Gridley	Oakleigh	30 Sep 2016
Pupil Referral Unit (1)	Headteacher	Joanne Kelly	Head Teacher – Pavilion	30 Sep 2016
Academies(7)	Academy- Representative 1	Michael Whitworth	Wren Academy	30 Nov 2016
	Academy- Representative 2	Angela Trigg	London Academy	30 Sep 2016
	Academy- Representative 3	Kate Webster	Queen Elizabeth Girls	30 Sep 2016
	Academy- Representative 4	Paul Ferrie	Totteridge Academy	30 Sep 2016
	Academy- Representative 5	Jane Beaumont	Cophthall	14 Jan 2016
	Academy- Representative 6	Jack Newton	Grasvenor	15 Nov 2015
	Academy- Representative 7	Derrick Brown	Ashmole Academy	14 Jan 2016
Stake-holders (3)	14-19 Non School Provider	David Byrne	Barnet and Southgate College	30 Sep 2016
	Private Early Years Providers	Sarah Vipond	Middlesex University	30 Sep 2016
	Unions	Keith Nason	Union representative	30 Sep 2016
Non- Voting Observers	Cabinet Member for Education, Children & Families	Cllr Reuben Thompstone	Councillor - Conservative	
	Director for People	Kate Kennally	Children's Service	
	Consultant to Schools Forum	Geoff Boyd	Consultant	
Barnet Officers	Director Education & Skills	Ian Harrison	Children's Service	
	Schools , Skills and Learning Lead Commissioner	Val White	Children's Service	
	Interim Head of Service, Inclusion and Skills	Chris Aston	Children's Service	
	Interim Assistant Director - Financial Services	Mark Taylor	Finance Directorate	
	Head of Finance, Children's	Catherine Peters	Finance Directorate	
	Schools Finance Services Manager	Nick Adams	Finance Directorate	
	School Funding Manager	Carol Beckman	Finance Directorate	
Clerk and minutes	Beverly Francis	Finance Directorate		
EFA Observer	Education Funding Agency	Sue Samson / Bev Pennekett	Education Funding Agency	

2. AGENDA

SCHOOLS FORUM 4 FEBRUARY 2014

Time: 4.00pm-6.00pm

1. Apologies for absence
2. Declarations of interest
3. Minutes of previous meeting: 3 December 2013
 - 3.1 Matters arising
4. Items for information:
 - 4.1 Budget Monitoring – Month 9 projected outturn
 - 4.2 2014/15 High Needs Funding arrangements
5. Items for decision:
 - 5.1 Revised budget for 2014/15
6. Draft agenda for next meeting
7. AOB

3. MINUTES OF THE LAST MEETING

1. Apologies for absence

GK noted the apologies received from Tom Brighton, Nick Adams, Derrick Brown, Clare Rees (new Community H/T – Sunnyfields), Helen Lockham (new F/VA H/T – St Andrew's CE), Catrin Dillon, Jack Newton, Anthony Vourou (post meeting).

2. Declarations of Interest

Keith Nason - De-delegation- Trade Union. Dee Oelman – All-through school split site funding.

3. Minutes of the previous meeting: 01 October 2013

GK asked if anything was incorrectly recorded. There were no changes and the minutes were accepted without amendment.

3.1 Matters Arising

KN asked whether the question of interest on the 12/13 underspend would be passed onto schools.

CP responded that regulations do not require the council to pass this interest on, and this follows council policy in other areas.

4. ITEMS FOR INFORMATION

4.1 Schools Budget 2013/14

Ian Harrison, Catherine Peters, Carol Beckman

CP presented a summary of the month 6 position, and highlighted changes since this was last presented to Schools Forum. A number of items around High Needs projections are presentational changes on lines 1.2.1, 1.2.2 and 1.2.3, but there is a change to Post-16 DSG income for passporting to sixth forms, and a change in EFA income as a result of a correction to pupil numbers. Budget holders currently projecting overspends are working to manage services within budget. This same budget position is due to be presented to CRC on 16th December 2013. Members are asked to note this position, and will receive further budget monitoring reports at future meetings.

IH provided a presentation handout entitled Schools Forum, Budget issues to accompany the current 2013/14 projected outturn figures. This clarified the headline over/ underspend figure in the main funding blocks, and goes on to provide further detail of variances in each block and an explanation of the variances.

Early Years: This spend should increase in line with the increase in the 2 year old offer from 20% to 40% of the most deprived children. Additional trajectory funding will be used in order

to convert and add to existing provision.

2012/13 Underspend: The proposed allocation for this was shown, but is discussed further under item 5.1

High Needs Expenditure: SEN budget pressures are as a result of rising pupil numbers, increased complexity, parental demand/ decision making and lack of local provision to match needs.

Current data for 2012, 2013 and projected 2014 would indicate that the number of stated pupils is increasing by ~50 per year. In addition, the expenditure at Independent and non-maintained Special Schools has increased by £1m year-on-year between 2011/12 to 2013/14.

Additional places have already been added to local SEN provision, and further increases in provision are planned as shown in the handout.

Barnet is planning to manage the increasing HN spend by carrying out the following actions:

- A firmer line on requests for placements

- A review of existing placements

- 'Preparing to meet future needs' project to improve/ increase local capacity to address unmet needs.

JT expressed his thanks to IH for providing a clear and honest explanation of pressures on SEN spend, but members agreed that the high turnover of senior staff had had an adverse effect on the work of the department. IH confirmed that gaps in leadership and continuity will be addressed and stated that the consultant currently heading the SEN service will be in post until at least March, possibly longer, and together with IH will be carrying out a review of both strategic and operational issues. There is a substantive post to be filled, but IH will not do this until he is satisfied that a review of the department structure is fit for purpose. Members also commented that pressures on SEN spend have built up over a number of years without being addressed, and have now reached a critical point within the available DSG funding.

TB advised that Headteachers and SEN colleagues are happy to assist the LA in this project, in order to ensure transparency but clear leadership and guidance is required. JG suggested that the LA should harness parental energy, Panel and Headteacher expertise to show equity in treatment for HN pupils, but also to clearly document all policies (e.g. transport) as HN funding is entering a different era of support and challenge.

5. ITEMS FOR DECISIONS

5.1 a) Proposed 2013/14 underspend and b) Use of 2012/13 underspend
Ian Harrison, Catherine Peters, Carol Beckman

a) Proposed 2013/14 underspend:

As discussed in item 4.1, revised 2013/14 M6 budget monitoring information is now projecting that EY Capacity Building funding will be unspent by March 2014, and the LA is requesting a 'technical adjustment' to ensure that a maximum of £625k will be the first call on any 2013/14 underspend. Schools Forum will be consulted further should any underspend exceed this amount.

Decision: Members unanimously agreed that a maximum of £625K will be the first call on any 2013/14 underspend to be used for 2 year-old capacity building.

b) **Use of 2012/13 underspend:**

In light of discussions at the October Schools Forum, simplified proposals are now being made with regards to use of the 2012/13 underspend. This assumes that the amount remains intact, and is not required to offset any 2013/14 overspends.

Proposals:

One off distribution to mainstream schools and academies	£1.40m
One off distribution to early years providers	£0.10m
Support for SEN placements at independent schools	£0.40m
General contingency for schools	£0.18m
School reorganisation	<u>£0.25m</u>
TOTAL	<u>£2.33m</u>

Special school members expressed concern that the total £1.5m one-off distribution to mainstream schools, academies and early years' (EY) providers did not include an allocation to Special Schools.

Officers suggested that as place plus is led by the needs of the child and costs should be negotiated with commissioners, Special Schools are not formula funded and should therefore not receive part of this distribution. Special School members argued that as this money ought to have formed part of their allocation in 2012/13, they should also receive this one-off distribution. Officers advised that if Special Schools are to receive a share of the £1.5m specified, it will reduce the amount available to mainstream schools, academies and early years' providers and members agreed that this is more equitable.

Decision: The proposals for distribution of the £2.3m underspend were carried unanimously with the additional requirement that Special Schools should receive a share of the total £1.5m one off distribution to schools, academies and early years providers. Members agreed that, should the underspend be less than the £2.3m currently expected, all items would be scaled back proportionally with the exception of £250k school reorganisation (set aside for St Mary's High closure) which will remain fixed.

5.2 Schools Budget 2014/15 – De-delegation

Ian Harrison, Carol Beckman

Maintained Primary behaviour support: At the previous Schools Forum meeting, members had asked for more detailed information on the services provided where de-delegation was being requested by the LA. After examination of the HIST and EP support provided in 2013/14, IH presented new proposals for 2014/15 reducing the amount being requested from primary schools. If primary school members decide against de-delegation, the whole of the HIST would have to become fully traded.

Decision (Primary only): 6 Primary school members voted for de-delegation at a revised rate of £3.01 per pupil. Proposal carried.

Maintained Primary/ Maintained Secondary UPEG: The requested rate for de-delegation from maintained schools remains the same as in 2013/14.

Decision (Primary): Proposal to de-delegate agreed by all 6 primary school members.

Decision (Secondary): Proposal to de-delegate agreed by all 3 secondary school members.

Maintained Primary/ Maintained Secondary Staff costs & supply cover: IH presented new proposals for the 2 elements of this budget, Trade Union facility time and salary safeguarding. These proposals assume that there is a continuing contribution of £25k from Academies towards Trade Union costs, but proposes a year-on-year reduction to salary safeguarding protection. De-delegation is therefore being requested at the reduce amount of £3.31 per pupil for maintained primary schools/ £2.03 per pupil for maintained secondary schools.

Decision (Primary): Proposal to de-delegate at reduced rate agreed by all 6 primary school members.

Decision (Secondary): Proposal to de-delegate at reduced rate agreed by all 3 secondary school members.

5.3 2014/15 Schools Budget

Ian Harrison, Catherine Peters, Carol Beckman

CB tabled a paper showing the draft 2014/15 Schools Budget. Members should bear in mind that a number of income elements are not yet confirmed, e.g. 2 year old funding, the High Needs block and the Post 16 funding will not be advised until March 2014. Barnet submitted a first draft of the 2014/15 APT (formula funding proposals), but a revised final version based on actual October census data is due to be completed in January 2014. The High Needs (HN) place return is also due for completion and submission during December.

There are significant pressures in 2014/15 – increased pupil numbers, new schools and increasing HN pupil numbers with more complex needs. In addition, the 90% EY income protection that Barnet historically received has now been abolished. Current projections suggest a £2m increase in HN expenditure, £1m due to new Post-16 liabilities, with the remaining £1m being covered by cuts in other budget areas or moved from the EY and Schools block funding. This is likely to require a 1% minimum funding guarantee (MFG) cap in the Reception – Year 11 funding formula.

The MFG protection remains at -1.5% per pupil for 2014/15, and this protection also applies to the top-up rate paid to Special schools and ARPs for Barnet pupils. Officers advised that the protection provided for unsuccessful bulge classes cannot be charged to the growth fund, and in light of the previous Schools Forum decision to protect bulge classes up to KS2, this may lead to a reduction in another area of the budget, e.g. the MFG cap may have to be reduced to +0.5%. VW tabled a paper showing details of the 2014/15 growth fund proposals and clarified that the LA must cover allocations to Basic Needs Academies, including their start-up funding.

Decision: Draft budget proposals agreed (12 votes), to include the extension of protection for unsuccessful bulge classes up to KS2 for 1 form entry schools only.

5.4 Funding adjustments for Closing schools/ closing Bulge classes

In light of the pressures identified above, the LA is seeking approval from Schools Forum to make pupil number adjustments where bulge classes leave the upper year group of a school. This would enable the funding to follow the bulge class from Infant to Junior school, or from Junior to Secondary school.

Decision: 10 members voted for this proposal, motion carried.

The LA is withdrawing the proposal b) as shown in the papers.

5.5 All-through School split site funding

Members discussed the principles that should apply to new all-through schools with regard to split site funding allocations. Officers clarified that this factor does not apply to multi-academy trusts, but only to individual schools on 2 or more separate sites.

Option A proposes an allocation based on the number and phase of the year groups on site, and provides both a fixed primary and secondary site lump sum allocation.

Option B proposes that, as movement of staff is mainly in relation to secondary age pupils, an all-through school would receive a fixed secondary split site lump sum and the secondary split site travel uplift (based on distance between sites) in the same way as other secondary schools.

Decision: 4 members voted for Option A, 1 member voted for Option B. Option A carried.

4. ITEMS FOR INFORMATION

Item 4.1 2013/14 Schools Budget Monitoring	
Author	Catherine Peters
Position	Head of Finance
Date	20.1.14
Introduction	
<p>There have been no changes in actual budgets since the budget was presented to Schools Forum on 3 December 2013.</p> <p>The report to the Schools Forum in December indicated that quarter two figures indicated an overspend of £167,000, but that an expected underspend on trajectory funding for 2-year-old places would probably lead to an overall underspend of £420,000.</p> <p>Actual quarter three figures are not yet available but initial indications are that the outturn is currently projected to overspend by as much £250,000. However, in the areas of potential overspend budget holders are working to manage their service where necessary in order to come in on budget.</p> <p>The schools budget monitoring position as at quarter three will be reported to Cabinet Resources Committee (CRC) on 25th February 2014.</p>	
Recommendation:	
<p>To note the updated budget monitoring position for 2013/14 and to agree to receive further budget monitoring reports at future meetings.</p>	

Previous reports to the Forum:

- 7 May 2013 noted Dedicated Schools Grant 2012/13 provisional outturn
- 16 July 2013 DSG 2014/15 School Budget Changes and Final Outturn 2012/13
- 1 October 2013 noted for information the 2013/14 Schools Budget
- 3 December 2013 noted budget monitoring position at quarter two for 2013/14

Item 4.2 2014/15 High Needs Funding arrangements

Author Ian Harrison, Penny Richardson

Position Education and Skills Director, Interim Head of Inclusion and Skills

Date 23.1.14

Introduction

1. This report describes the steps being taken to establish a High Needs Funding Scheme in Barnet that it is compatible with the requirements of the High Needs funding guidance, the current and new statutory frameworks for SEN and the strategic approach of the Local Authority. It sets out the progress to date and the next steps.

Context

2. The Government's School Funding Reform agenda, introduced in 2011, required a new approach to the funding of special educational provision for those children with the highest level needs, most of whom have statements of SEN. The "core" educational provision for these children and young people is expected to be provided from delegated and assigned resources within maintained schools and academies, registered early education providers and colleges of further education.
3. The HN funding scheme is the means of funding schools and colleges to provide for a small proportion of the pupil / student population. Using current DfE data, 2.7% of the Barnet pupil population (aged 3 to 19) have statements of SEN. This is equivalent to the national average and amounts to about 1,750 pupils. This figure does not include those pupils placed by the local authority in PRUs/Alternative Provision or those who attend colleges and receive specialist top-up provision. The latter groups do not currently have statements, although some will have education, health and care plans under the new SEN arrangements.
4. There is a threefold structure for High Needs Funding (HNF). In mainstream schools, elements 1 and 2 provide for children, young people and young adults in mainstream settings, and who have

predictable levels of special educational needs, typically described as being at school or early years 'action' or 'action plus', or whose college support needs are met through enhanced course teaching support. In specialist provision (special schools and specialist resourced provision) elements 1 and 2 are combined and allocated by the LA for a pre-commissioned number of specialist places at £10,000 a place. For pupil referral units / alternative providers, the place value is £8,000.

5. Element 3 provides the "top-up" funding which enables the school, setting or college to put a higher level of enhanced provision in place, for those pupils or students who are identified by the Local Authority as having significant Special Educational Needs. The judgement of significant SENs is a key element of the current and new statutory SEN frameworks and typically applies to children with statements. Top-up funding moves with the pupil between school placements.

Top-Up funding

6. Currently mainstream schools are provided with hourly allocations of teaching assistant support to named pupils and this is written into the child's statement. Schools are expected to provide the first ten hours of support from their delegated budget. This is drawn from the school's Element 2 allocation (provided to schools through proxy indicators of social disadvantage).
7. Special schools, PRUs and resourced provisions receive top-up funding and until now this has been calculated as a proportion of the school's budget divided by the number of pupils at a specified level of need for the pupils placed at the school. Current top up values range from £5,198 to £21,272 in special schools and from £9,805 to £20,547 in resourced provisions. In addition, there have been increased allocations to special schools (a historic and embedded approach to funding special schools) that have raised the value of the overall top-up budget. These costs are being factored into the modelling work for 2014/15.
8. Top up values for PRUs are expected, for the most part to be static and fixed for 2014/15 as a stable element of the overall PRU budget. More work on the funding approach is required over 2014/15 to reflect the different focus and responsibility of each PRU and to enable the type of partnership that the Taylor Report on Alternative Provision expected between Alternative Provision settings and the local community of schools. The majority of top up funding to mainstream schools ranges from £2,382 to £13,558.
9. The Local Authority is required to develop a means to distribute top-up funding. It is proposed to do so by developing a framework of funding bands that will apply across early years settings, mainstream schools and academies, special resource provisions, special schools and FE and 6th form colleges.
10. In order to ensure effective budget management, the Local Authority also needs to develop a reliable means to plan and predict the number of specialist places it requires in special schools, resourced provisions, pupil referral units and alternative provisions, and in non-maintained and

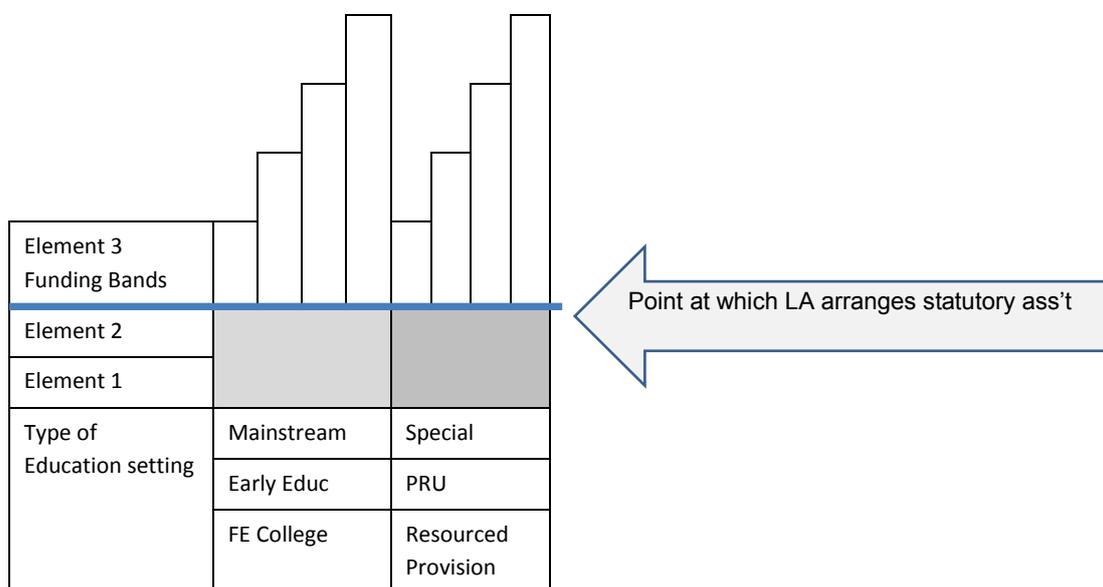
independent special schools and colleges.

11. Bands will have different financial values and will be allocated to named pupils and students. Work has been ongoing in developing descriptors (criteria) for the Bands. The position for FE provision is more complex than for schools, largely related to a significant amount of development work needed to define the provision that should be ordinarily available for all learners in colleges.
12. The funding that is allocated through the Banding Framework will be used by the education provider to make special educational provision for their SEN pupils. Special educational provision will be commissioned by the Local Authority, and will be at a level over and above that which schools, settings and colleges make through their 'ordinarily available' provision. The descriptors for the bands will describe different levels of special educational provision.

The Framework for the HN Budget Scheme

13. The diagram below sets out the structure for HN funding, showing how top-up bands will apply to the continuum of educational provision for SEN, and how bands will have varying levels. It shows the point at which the LA may decide to arrange a statutory assessment that may lead to a statement.

HN funding framework



14. The design of the framework is based on the DFE guidance, and will help to describe to all stakeholders how the framework will operate and how it will link with the current and new statutory SEN frameworks. It takes account of feedback from schools and others about the current approach to allocating top-up funding. This has enabled officers to "design in" certain features that will become principles of a robust approach to High Needs funding. These features / principles have

been supported by those SENCOs, head teachers and governors who have attended briefings and will continue to be reviewed as consultation continues.

- The principles that should guide the High Needs Funding Scheme are that it should:
- Be uncomplicated, transparent, and straightforward to administer and apply
- Be compatible with the statutory SEN process for funding individuals and schools
- Be compatible with Ofsted and other research on effective use of the school workforce
- Be able to secure flexibility and continuity at school, college and setting level
- Help to avoid resource drift to increasingly higher unit funding and unfair pulls on the budget
- Be structured to enable improved accountability to Elected Members, the Schools Forum and the community of schools, settings, colleges

Engagement and discussion with head teachers, governors and SENCOs

15. There have been four separate meetings with headteachers, and two with governors, where a detailed presentation on High Needs funding has taken place, followed by questions and discussion. Special school head teachers have had three meetings to discuss the development and application of the scheme and a meeting is being arranged to take place with resource provision headteachers. A presentation and discussion took place at a SENCO network meeting and there have been requests for a more detailed dialogue at Headteacher Network meetings that are yet to be planned. These meetings have been well received and have highlighted the importance of getting the detail right as well as providing structured guidance for those in schools to ensure that key aspects, for example the funding arrangements with other Local Authorities, are understood.

Next Steps

16. Further work is taking place on:

- Developing written descriptors of ordinarily available provision for SEN in mainstream schools and other state funded education settings
- Developing written descriptors for funding bands
- Modelling the development of top-up funding bands within current spend
- Confirming top-up allocations to mainstream schools
- Developing data systems to ensure a more streamlined and accurate approach to the distribution of resources

- Drafting technical guidance for schools
- Developing information on HN funding to fit within the Local Offer framework for the new SEN requirements
- Creating a structure to support HN funding that is more efficient and that better meets provider needs.
- Preparation of Information for parents in discussion with the Parent Partnership Service.

17. Officers will continue to develop the scheme, in discussion with stakeholders, until mid-February , when it is hoped to publish a draft scheme, which will be circulated to stakeholders for comment. The final scheme will be published by mid-March, along with guidance for schools and information for parents.

5. ITEMS FOR DECISION

Item 5.1 Revised Budget for 2014 / 15

Authors	Ian Harrison, Carol Beckman
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Position	Director of Education and Skills, School Funding Manager
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Date	23.1.14
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Introduction

1. In December the Schools Forum reviewed the principles of the 2014/15 Schools Budget and the first draft. At the same time use of underspends was discussed and a methodology agreed.
2. Since the December meeting the following have had to be taken into account
 - That projected expenditure will come in on budget in 2013/14, rather than the previous estimate of a £420,000 underspend Statement of the Barnet Dedicated Schools Grant for 2014/15. This confirms the Schools Block roughly as expected but the two year old grant is £1.1m less than projected. The Early Years and High Needs Blocks will not be confirmed until March 2014 but we are not expecting any major changes
 - The High Needs return was submitted to the DfE specifying the number of high needs places needed at Barnet maintained schools, academies, PRUs and special schools, and also for Barnet pupils at non maintained special schools and Post 16. We are requesting a limited level of growth.
 - Costs of high needs places and top-ups is becoming clearer as the year progresses.

3. With the requirement to submit the final school funding formula (“APT”) to the DfE on 21st January 2014, a reduction in income and continuing pressure on high needs, balancing the budget has been challenging. To protect the primary and secondary AWPU rates, it has been necessary to make the following adjustments:
- The cap on gains in the school funding formula has been reduced to 0.5% per pupil
 - The budgets for two year olds (based on expected participation levels and capacity building), residential SEN placements and the growth fund for new classes have been reduced
 - Part of the nursery school transitional funding will be met from the previous years’ underspend as a one-off.
4. Charging part of the nursery school transitional funding to the underspend, instead of to the base budget, has enabled us to avoid a reduction in the value of the AWPU. However, in doing so, the amount of underspend available from 2012/13 has been reduced. Based on discussion at the December Forum, the provision for school reorganisation (St.Mary’s) has been maintained but the remaining allocations of the under-spend have been reduced pro-rata. As a result, the underspend will be distributed as follows:

Item	November	December
Distribution to all schools* and early years providers	£1.100m	£1.500m
Support for SEN placements at independent schools	£0.300m	£0.400m
General contingency	£0.135m	£0.180m
Schools Reorganisation (St.Mary’s High)	£0.250m	£0.250m
Nursery School Transition	£0.548m	£0.000
TOTAL	£2.333m	£2.333m

*including Special Schools

Recommendation

- a) The Schools Forum is asked to note the draft budget table and commentary above. This budget will form the basis of the authority’s submission of the Section 251 return to the DfE at the end of March, but it will be subject to revision following confirmation of the final Dedicated Schools Grant for 14/15 and the final budget outturn for 2013/14. This will be presented to the Schools Forum in May, with final confirmation in July 2014.

The Schools Forum is asked to agree the proposed use of the 2012/13 underspend as detailed above.

6. DRAFT AGENDA FOR NEXT MEETING

Author	Carol Beckman
Position	School Funding Manager
Schools Forum 7 May 4.00 2013	
AGENDA	
Meeting to start at 4pm	
1. Apologies for absence	
2. Declarations of interest	
3. Minutes of previous meeting: 4 February 2014	
4. Matters arising	
5. Items for information:	
5.1 13/ Provisional outturn	
5.2 Revised schools budget 20/1	
6. Items for decision:	
7. Draft agenda for next meeting	
8. Any other business	