

Schools Forum

13th July 2010 at 4pm

Central Room
Ground Floor Building 4
North London Business Park

Agenda, Papers and
Minutes of the last meeting

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Agenda

Please note: the main meeting starts at 4pm – there is no pre-meeting briefing.

1. Apologies for absence
2. Declarations of interest
3. Minutes of previous meeting: 18th May 2010
4. Matters arising
5. Items for Consultation
 - 5.1. School Balances – Review of Surplus Balances
 - 5.2. Carbon Reduction Commitment Energy Efficiency Scheme
 - 5.3. Membership and terms of reference of the Schools Forum
 - 5.4. Contracts affecting schools
 - 5.5. Academies
 - 5.6. Building Schools for the Future
 - 5.7. Dedicated Schools Grant 2010/11
 - 5.8. Autumn Review of the School Funding Formula
 - 5.8.1. Adjustments for remeasurement of schools
 - 5.8.2. 2010/11 adjustments
 - 5.8.3. 2011/12 formula
6. Items for Information
 - 6.1. Early Years Report
 - 6.2. Cash less systems in Primary Schools
7. Any Other Business

Dates for future meetings:

5 October 2010
7 December 2010
1 February 2011
10 May 2011
12 July 2011

Schools Forum Members

Schools Forum Membership	As at 18 th May 2010
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Mrs	Clare	Neuberger	Menorah Foundation	Head	Primary	VA
Ms	Jo	Djora	Coppetts Wood	Head	Primary	Community
Ms	Jayne	Franklin	Childs Hill School	Head	Primary	Community
Mrs	Angela	Murphy	Bishop Douglass RC	Head	Secondary	VA
Ms	Kate	Webster	Queen Elizabeth Girls School	Head	Secondary	Community
Ms	Dee	Oelman	St Mary's & St John's	Head	Primary	VA
Dr	John	Marincowitz (Chair)	Queen Elizabeth's School, Barnet	Head	Secondary	Foundation
Ms	Jeanette	Adak	Monkfrith	Head	Primary	Community
Mrs	Helen	Schmitz	Cromer Road Primary School	Head	Primary	Community
Ms	Lisa	Clarke	Brookhill Nursery	Head	Nursery	Community
Mrs	Jenny	Gridley	Oakleigh School	Head	Special	Community
Mr	Tim	Bowden	Holy Trinity	Head	Primary	VA
Mr	Gary	Tucker	Christ's College Finchley	Head	Secondary	Community

GOVERNORS

Mr	Derrick	Brown	Headteacher, Ashmole	Governor	Secondary	Foundation
Ms	Hazel	Godfrey	Governor, Broadfields	Governor	Primary	Community
Mr	Jonathan	Hewlings	Governor, East Barnet School	Governor	Secondary	Community
Mr	Ken	Huggins	Governor, The Compton	Governor	Secondary	Community
Mr	Gilbert	Knight	Governor, Oakleigh	Governor	Special	Community
Mr	Stephen	Parkin (Vice Chair)	Governor, St Mary's CE High	Governor	Secondary	VA
Ms	Elizabeth	Pearson	Governor, Holly Park & Livingstone	Governor	Primary	Community
Mr	Anthony	Vourou	Governor, St John's N11	Governor	Primary	VA

NON-SCHOOL MEMBERS

Ms	Angela	Trigg	London Academy	Principal	Academies	
Mr	Mick	Quigley	Principal Inspector, Children's Svce	Other	Stakeholder – SIPs	
Mr	Alan	Homes	NASUWT	Other	Union	
Mr	Keith	Murdoch	Woodhouse College	Other	14-19 Partnership	
Ms	Sarah	Vipond	Middlesex University Nursery	Other	Private Early Years Providers	

OBSERVER

Cllr	Andrew	Harper	Cabinet Member for Children	Other	Elected Member	
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OTHER ATTENDEES

Mr	Robert	McCulloch	Graham	Director of Children's Service	Officer
Ms	Val	White		Assistant Director, Children's Service	Officer
Mr	Graham	Durham		Assistant Director of Children's Service	Officer
Mr	Andrew	Travers		Chief Finance Officer	Officer
Mr	Chris	Malyon		Assistant Director, Finance	Officer
Ms	Linda	Parker		Joint Head of Finance – Children's Service	Officer
Ms	Denise	Murray		Joint Head of Finance – Children's Service	Officer
Mr	Nick	Adams		Schools Finance Services Manager	Officer
Ms	Carol	Beckman		School Funding Manager	Officer
Ms	Sarosh	Malik		School Resources & Support Officer	Officer (minutes)
Mr	Geoff	Boyd		Consultant	Other

Minutes of the Meeting of the Schools Forum 18th May 2010 (4.00 pm, Training Room 7, Building 2, NLBP)

Attended	Members:	Helen Schmitz (Head, Cromer Road) Jenny Gridley (Head, Oakleigh) Jo Djora (Head, Coppetts Wood) Gilbert Knight (Governor, Oakleigh) Jayne Franklin (Head, Childs Hill) Jeanette Adak (Head, Monkfrith) John Marincowitz (Head, QE Boys) Johnathan Hewlings (Governor, East Barnet) Kate Webster (Head QE Girls) Keith Murdoch (Principal, Woodhouse College) Ken Huggins (Governor, The Compton) Lisa Clarke (Head, Brookhill Nursery) Mick Quigley (Principal Inspector, Children's Service) Stephen Parkin (Governor, St Mary's High) Tim Bowden (Head, Holy Trinity)	
	LA Officers:	Carol Beckman (School Funding Manager) Denise Murray (Strategic Finance Manager) Graham Durham (Assistant Director, Inclusion) Linda Parker (Strategic Finance Manager) Nick Adams (Finance Manager) Robert McCulloch Graham (Director of Children's Service) Val White (Assistant Director, PPP) Andrew Travers (Deputy Chief Executive) Chris Malyon (Assistant Director of Finance) Colin Attree (Head of Procurement) Louise Bird (BDO – Financial Adviser)	
	Consultant:	Geoff Boyd	
	Clerk:	Sarrosch Malik (School Resources and Support Officer)	
	Not Present	Members:	Anthony Vourou (Governor, St John's N11) Gary Tucker (Head, Christ's College Finchley) Hazel Godfrey (Governor, Broadfields) Angela Murphy (Head, Bishop Douglass) Derrick Brown (Governor, Ashmole) Dee Oelman (Head, St Mary's & St John's) Sarah Vipond (Early Years Working Group) Alan Homes (NASUWT) Elizabeth Pearson (Governor, Livingstone) Clare Neuberger (Head, Menorah Foundation)
		Others:	Angela Trigg (London Academy) Cllr Andrew Harper Elaine Runswick (16-18 Commissioning Board) Lucy Salaman (LSC Partnership Manager)

1. Apologies for Absence

Apologies were received from Cllr Harper, Gary Tucker, Sarah Vipond, Elaine Runswick, Derrick Brown, Dee Oelman, Angela Murphy and Clare Neuberger.

2. Minutes of previous meeting (2nd February 2010)

The minutes were agreed as a true and accurate record of the meeting.

3. Matters Arising

Minute 4.1 – Contracts

The margin added onto the market rate for the Heating Oil contract is 2.17p and not 217p as stated at the last Schools Forum.

Minute 4.4 – Disadvantaged Subsidy

TB commented on the positive impact of the new grant.

Minute 4.6 – Cashless Systems

JA asked if there had been a feasibility study. VW has met with Teresa Goodall to explore developing a pilot scheme for a primary school. TB added that the money would be best used to support small primary schools. VW explained that the use of the underspend for this small project is still open to discussion.

Items for Consultation

The Chair suggested that item 1 – Building Schools for the Future - should be moved to the end of the agenda, but that a full half-hour would be put aside for discussion. This was agreed.

5 2009/10 Dedicated Schools Grant outturn – centrally retained budget

LP introduced the report. She explained that the final figure is an underspend of £995,400 with the breakdown shown in the report. LP asked for the Schools Forum's view on the use of the rolled forward underspend from 2009/10.

TB suggested that a portion of the underspend could be used towards the cashless system. VW said that the LA will look at the cost of the pilot scheme in primary schools and bring back a report to the Forum.

KW mentioned that the BSF programme seems far from certain. RMG explained that the condition of schools and rebuilding them is known. A lot of investment has already been put in and there is a view that the further we continue in to the programme the more chance of us getting the grant. The full cost of improving the school estate would cost approx £300m.

The Schools Forum unanimously agreed to support the proposal on the use of the underspend.

6 2010/11 schools budget including YPLA funding

LP introduced the paper to the Schools Forum. She told the members that the DfE would be confirming pupil numbers in the DSG at the end of this month. She added that confirmation has been received of funding from the YPLA. The supplementary sheet distributed showed the breakdown of the Schools Budget.

7 Standards Funds 2010/11

Grant 1.5 – One-to-one Tuition in Barnet – 2010/11

MQ went over the report showing distribution of Grant 1.5 (One-to-one tuition). He explained to the members that last year there was debate around the basic entitlement element of the funding. He said that some schools had found it difficult to manage last year and use all funding.

This year there are two options. The LA recommends option A which includes a basic entitlement.

Proposer: TB
Secunder: JH

The Schools Forum unanimously supported the implementation of Option A.

Other Standards Funds for 2010/11

CB explained that the table is for information. CB asked the Schools Forum's view on Grant 1.2 (School Lunch Grant) being distributed in the same way as last year.

The Schools Forum unanimously supported the LA's recommendation.

8 Consultation on Dedicated Schools Grant 2011-13

CB delivered a PowerPoint presentation clarifying the DFE's proposed elements of a new formula to calculate each LA's DSG and plans to mainstream most specific grants into the DSG. A response to the consultation is being prepared and the Schools Forum can submit their own version to the DFE if they wish.

JM thanked Carol for the presentation and asked the LA officers for their response.

Andrew Travers explained to the Schools Forum that the economic situation of the country is worse than first thought. The previous Government was protecting schools and health but putting pressure on other services. The new Government will be announcing the emergency budget at the end of the month. 80% of the total savings will come from efficiencies/spending cuts and 20% from increase in taxes. The new government has shown commitment to protect the Health Service but there is no news about schools.

He explained that Barnet is trying to form a strategic response so all budgets in Barnet are used in the most efficient way. He said that flexibility needs to be maximised in Barnet by working around ring fencing. He added that there is less need to look at changes in the funding formula than to be looking at cuts and how to manage.

RMG told the Schools Forum that discussions have already started with all services. The LA is going in the direction of utilising schools more than now and this will also be better for families. Partnerships need to be formed quicker to save money. JM raised his concern that schools may be left with few options when it comes to looking at funding streams and legislation to schools.

9 School Balances, DFE Guidance, Barnet Schools Outturn 2009/10

NA explained the report to the Schools Forum.

JH mentioned that the DFE and Ofsted calculate balances by different methods.

SP asked what the total was for all schools. NA said he will bring both sets of figures to the next meeting.

10 Contract Standing Orders for Schools

NA presented the paper to the Schools Forum.

He said that these were last looked at in 2000. There is currently a small working group looking at this and helping schools to achieve value for money.

11 Contracts Affecting Schools

CB explained that the table presented contracts that are going to expire and simply gives the Schools Forum advance notice.

12 Early Years Funding Formula

CB presented the progress report to the Schools Forum. She said that they were still working on the final funding formula for April 2011. She added that Sheila Abbott has been doing a lot of work to ensure all settings will be providing 15hours from September 2010 to all children who want it.

4 Building Schools For the Future

RMG led the discussion surrounding the BSF programme and the paper. RMG explained that the £80m from the BSF programme was a unique opportunity to attract £80m investment towards the estimated £300m investment needed to improve the estate. Referring to the funding strategy he said that the LA needs to progress the programme to get Barnet in the best place for when the future of the national scheme is clarified.

VW explained that the proposed funding strategy has been designed to meet the affordability gap at each of the three stages of the programme through sharing costs between the LA, the BSF schools and the wider school partnership. VW and DM explained the funding strategies. SP asked how Stage 2 was calculated. DM replied that it was based on amount of investment from the school. KW asked how many years that would be over. VW explained that one PFI scheme is needed to attract investors. She added that a 10-25year commitment would be needed to pay for facilities management, which could be unaffordable for an individual school. DM explained that she has looked at indicative budgets of BSF schools to see if the schools will be under pressure. SP asked for a breakdown of what all schools will be expected to pay. DM agreed and also confirmed that currently all figures are indicative.

JM asked Andrew Travers if he had anything to add. AT felt that if the BSF programme continued it is likely to be delivered in a different way. He expected that PFIs and LEPs will disappear but that the report is good as the principles can still be applied.

JM thanked Andrew Travers. JD asked if there was any contingency built in. DM said yes it is, however the main concern is about the PFI school. Agreement is needed on what support would be provided.

JM explained that it may be wise to be cautious. Andrew Travers added that there would be clarity after the emergency budget at the end of the month and spending review in Autumn. He said that the context may change but the principle should stay that schools need to work together to rebuild/improve estate.

GK asked what the council's attitude towards PFI is. DM said that Barnet currently have a street lighting PFI. Louise Bird view was that although PFI has previously had bad press, there have been improvements in recent years. VW explained that the issue was whether the individual school could bear the high cost of the PFI alone or whether the school community should help. KW asked if the £200k would be the same amount annually or would it increase. VW replied that the LA assumes it would stay constant. JM added that it was a big ask for the Schools Forum to commit to.

Andrew Travers advised the members that if the Government make any resource available then we should take it. The investment would benefit the whole Barnet community The LA has made significant contribution up until now by using every possible pot of money. DM explained that it is not possible for the LA to contain the full cost and therefore we need to create a strategy which incorporates the school community.

RMG told the Schools Forum that if the LA does not accept Government funding then we would need to find money from elsewhere to improve the estate. JM said that the Heads attending today would need to talk to other Heads. JF added that a consultation paper would be helpful, to be sent in advance. VW explained that the next deadline for BSF submission is 11th August. MQ suggested a discussion could be held at the Primary Heads meeting in June. JM said that a breakfast meeting could be held for Secondary Heads.

6 Any Other Business

SP made a proposal to change the term for membership of the Schools Forum from two to three years.

8. Dates of future meetings

Tues 13 th July 2010	4.30pm (with briefing at 4pm)
Tues 5 th Oct 2010	4.30pm (with briefing at 4pm)
Tues 7 th Dec 2010	4.30pm (with briefing at 4pm)
Tues 1 st Feb 2011	4.30pm (with briefing at 4pm)
Tues 10 th May 2011	4.30pm (with briefing at 4pm)
Tues 12 th July 2011	4.30pm (with briefing at 4pm)

5.1 School Balances – Review of Surplus Balances

Author	Nick Adams
Position	Schools Finance Services Manager
Date	7 July 2010

Introduction

This report reminds members of the background to the review of 'excess' school revenue balances that can be "clawed-back" under the authority's Scheme for Financing Schools and in accordance with DfE national policy to reduce school balances. It provides details of the submission from the 11 schools with excessive balances and advises which schools comply with local requirements (as set out in section 4.1 of the Scheme for Financing Schools) and which comply with national guidance from the DfE.

Background

The meeting of the Forum on 18 May received a summary of the DfE guidance on managing school balances issued on 15 March. This advised that "where strict local processes have been set in agreement with the Schools Forum the guidance should not be seen as advising a softening of this approach".

The Forum agreed a procedure for reviewing balances and in accordance with national and local policy all of the 11 schools were asked;

- A) To justify the whole of their revenue balance
- B) To submit evidence in respect of specific sums
 - contractual prior year commitments
 - details of items deferred and assigned.

Evidence for A should consist of a statement from the Headteacher, approved by the Chair of Governors. Evidence for B must meet the requirements of the Scheme. Evidence for the contractual prior year commitments could consist of purchase orders or contracts. Evidence of the later consists of some or all of the following - reports to governors, minutes of governors meetings, School Improvement Plan, 3 Year Financial Plan, Asset Management Plan.

All schools have cooperated in the process and submitted a range of evidence. The evidence is summarised in the attached chart "Review of Surplus Revenue Balances 2009/10"

It should be noted that most schools comply with the local requirements set out in the Scheme (copy of section 4.1 attached for reference) but in the case of Manorside money is held for another school. This is covered in paragraph 27 of the DfE Guidance but was not specifically reported to the Forum as it is relatively unusual.

Action by the Schools Forum

1. The Forum will note that most schools conform to local and/or national requirements and so should retain their revenue balances for the purpose specified. However two schools – Brookland Infant and Livingstone, do not conform but have exceptional circumstances. The Forum is asked to consider whether these should retain their balances.

2. In the light of the number of schools with items deferred and assigned, the Forum is also asked, whether there should be a review in the autumn term of these schools, to ascertain if the spending plans have been implemented in accordance with school plans. Schools to be advised accordingly.

Extract from Scheme for Financing Schools with changes agreed January 2010

4.1 The Right to carry forward Surplus Balances

Whilst schools receive delegated budget shares and other revenue funding to meet the educational needs of pupils in the school at that time, schools are allowed to carry forward from one financial year to the next any shortfall in expenditure relative to the school's budget share for the year plus/minus any balance brought forward from the previous year.

Surplus budget share balances held by schools as permitted under this scheme are subject to the following restrictions with effect from 1 December 2009:

- a. the authority shall calculate by 31 May each year the surplus balance, if any, held by each school as at the preceding 31 March. For this purpose the balance will be recurrent balance as defined in the Consistent Financial Reporting Framework;
- b. the authority shall deduct from the calculated balance any amounts for which the school already has a contractual prior-year commitment to pay from the surplus balance

If the result is a sum greater than 5% of the current year's budget share for secondary schools, 8% for nursery, primary and special schools or £10,000 (where that is greater than either percentage threshold), then the authority shall deduct from the current year's budget share an amount equal to the excess.

Funds deriving from sources other than the authority will be taken into account in this calculation if paid into the budget share account of the school, whether under provisions in this scheme or otherwise.

Where a school has a revenue balance in excess of the percentage prescribed above, and that excess relates to a sum for expenditure that has necessarily had to be deferred from the previous financial year, it may apply to the Schools Forum for that sum to be exempt from claw-back.

For guidance the deferred expenditure must be either

- a. Capital expenditure, or
- b. Revenue expenditure that will result in the acquisition of a tangible durable asset or the improvement to the school's facilities within a reasonable timescale.
- c. Proposed expenditure in respect of a reasonable revenue provision to maintain staffing levels in respect of a school which is able to demonstrate a falling roll.

The reason for deferral must be that the cost of the project is of a size of which it is not reasonable for the school to spend from the budget share of a single year, and/or there is a genuine and documented reason for deferral of expenditure, e.g. time lag between governing body decision to proceed with a project to completion/payment (building design, planning permission etc)

The deferred expenditure must be clearly documented in the school's Improvement Plan and the school's Asset Management Plan.

Funds held in relation to a school's exercise of powers under s.27 of the Education Act 2002 (community facilities) will not be taken into account unless added to the budget share surplus by the school as permitted by the Authority.

The total of any amounts deducted from schools budget shares by the authority under this provision are to be applied to the Schools Budget by the authority.

Review of Surplus Revenue Balances 2009/10

School	Balance £	% above % £	Amount above % £	Essence of justification of whole balance (DfE requirement)	Amounts deferred and assigned (Scheme requirement)	Contractual commitments (Scheme requirement)	Other - DfE guidance	Other - exceptional circumstances	Compliance with local or national requirements?
Brookhill Nursery	47,069	11	12,753	The school has a number of projects that could not proceed in 2009/10 because conservatory was being built. Projects listed in next column totalling £22k; contingency £20k; Outstanding Commitments £9k.	Projects to be funded from revenue deferred - Sail shelter (£9,000), Pathway (£6,000), Patents waiting area (£7,000), Walkway (£3,000)	Commitments evidenced by purchase orders £6,020.			Compliance with local requirement
Brookland Infant	91,941	9	6,915	The revenue balance of £91,941 includes a Receipt in Advance of £22,490 in error giving a correct balance of £69,451 (6.5%). The school believes it is necessary to set a budget with a contingency (£42k) in the light of economic uncertainty and the fact that a number of staff were on sick leave in 2009/10 and require further treatment in 2010/11.				The school's rev balance was in excess of the 8% because of an end of year accounting error. The sum of £22,490 Receipt in Advance was omitted in error despite being agreed with the HT who was off sick at the yearend.	No but the excess was due to an accounting error and had the RIA been included the school's balance would have been below 8%.
Colindale	163,941	9	10,387	The school is currently being rebuilt, the school has curtailed replacement of F&E and building maintenance to retain funds to be spent in the new build. Capital funds (£300k) contribution to new Swim Pool.	£120k is assigned in respect items not covered in the rebuilding contract.				Compliance with local requirement
Deansbrook Infant	108,941	8+	5,715	The school planned to have a high balance near the allowed % because of the economic/funding uncertainty; contingency has been reduced to £60k and sums committed to capital projects this summer.	£10,000 DRF budget was approved for a early years playground area but project could not be implemented in 2009/10 as only one quotation was received.	Outstanding order (£1,100) for nursery garden furniture. Outstanding commitment re Broadband costs (£4,500)			Compliance with local requirement
Deansbrook Junior	117,079	9	9,781	The school provided a statement of how the surplus arose including - late grant funding, unexpected meals income, sum assigned for new class, workshops in summer term, contingency, AST funding possible clawback.	The school will have an extra class in Y3 in 3 years time and £20k is assigned each year by the governors for this.				Compliance with local requirement
Edgware Junior	116,699	9	8,961	The school Statement sets out that they are within the allowed % when the commitments are taken into account. It also advises that the LA has classed the school as "causing concern" it accordingly has planned a number of actions e.g. support to the SLT and for learning, improving the school facilities/environment to utilise the balance and improve the school.		£12,143 worth of orders placed, goods now delivered & paid			Compliance with local requirement

Hyde	152,514	9	19,203	The school states that the balance is required in respect of commitments from 2009/10; Standards Funds to be spent in summer term, works associated with the new build & development of school facilities; extra operational costs re new building, increased staff costs. Also that financial planning was extremely difficult due to uncertainty of building costs to be met by school and allocation grants in February 2010.	The school planned developments (cyber café and Recording Studio) that could not be undertaken until new building was completed. The school has assigned £15,000 to set up the Recording Studio.	Outstanding purchase orders (totalling £8,488) and outstanding timesheets (£2,223)			Compliance with local requirement
Livingstone	125,430	9	9,076	The school has a policy of having a balance as near to 8% as possible in the light of the school's unstable pupil nos. Its uncommitted balance in this respect is £86,419. Its committed balance is £39,011 in respect of summer term SIP, £2,500 for MFL, "Aztec" funding.				The school had discussion with the "Aztec" funding manager in May 2009 as to a pilot scheme for supporting disadvantaged pupils to participate in activities they would not otherwise be able to access. The school agreed to participate but had various difficulties in getting a member of staff to set up and implement the scheme. The school was unable to determine its project (value £13,320) and invoice the budget holder for payment of the grant until late January 2010 and it was not paid until March 2010.	Barnet's Scheme was specifically amended so that unspent SF grant was not in addition to the allowed balance. This case does not comply with the local Scheme but there are exceptional circumstances, which the school has documented.
Manorside	83,893	9	5,014	The school's submission gives details of late notification of grants (£8,488), commitments and City Challenge funding. Plans for additional costs, and anticipation of termination of grant.		Commitments (£2,250) orders placed for works in Easter holidays		DfE guidance advises "money held for other schools" should be excluded from the school's balance. £4,100 is held as part of City Challenge LLE funding to support a Waltham Forest school.	Compliance with local and national requirements.
Whitings Hill	247,166	16	124,479	The school statement explains the unique situation of this newly rebuilt school. The school which has pupils from Barnet Hill and Whitings Hill was opened as a 2FE with no enforced staff redundancies. As at Jan 2010 294 pupils out of 390 places. The high balance is required to maintain staff levels whilst pupils nos improve and deal with exceptional costs of the new build and Barnet Hill travel escorts.	The school states that the excess revenue balance relates to "proposed expenditure in respect of reasonable revenue provision to maintain staffing levels in respect of a falling roll" whilst the school does not have a falling roll it is undersubscribed and £124k is deferred & assigned.				Compliance with local requirement
Ravenscroft	405,866	9	173,684	The school plans to install electronic gates to improve H&S this summer. In the longer term the school is subject to rebuilding under BSF involving a land swap and provide an astro-turf. Capital resources are allocated	£200k has been assigned to special projects in respect of Electric gates and astro-turf development which could not be carried out in 2009/10				Compliance with local requirement

The school Statement sets out that they are within the allowed % when the commitments are taken into account. It also advises that the LA has classed the school as "causing concern" it accordingly has planned a number of actions e.g. support to the SLT and for learning, improving the school facilities/ environment to utilise the balance and improve the school.

5.2 Carbon Reduction Commitment Energy Efficiency Scheme

Author	Nigel Bell
Position	Asset Management
Date	2 July 2010

Introduction

The CRC is a new mandatory carbon trading climate change and energy saving scheme which will form a central part of the UK's strategy for improving energy efficiency and reducing carbon dioxide (CO₂) emissions.

The scheme is seen as being important in helping to achieve the UK's ambitious emissions reduction targets set out in the Government's Climate Change Act 2008 which aims at reducing greenhouse gas emissions by at least 80% by 2050 and CO₂ emissions by 26% by 2020, as compared with a 1990 baseline.

The Scheme

- The CRC will operate an emissions "Cap and Trade" scheme designed to provide a financial incentive to reduce emissions by placing a price on carbon and thereby helping to generate a shift in awareness within large organisations and infrastructure and to drive changes in behaviour.
- The scheme principally covers sources of CO₂ emissions from electricity and fossil fuel usage derived from fixed point sources such as buildings and industrial processes. The CO₂ emissions derived from transport sources, residential sources and those already included in specific Government climate change schemes are excluded from the CRC.
- Organisations will be required to calculate and report its CO₂ emissions liability under the scheme.
- At the start of each trading year each tonne of permitted CO₂ is converted into an "allowance" which is auctioned off in the knowledge that there is insufficient supply to cover all of the present emissions of the participants. The shortfall thereby generates the market price for carbon. Organisations will be expected to purchase sufficient allowances to cover their emissions.
- In the 2010-13 introductory phase the price of carbon allowances will be fixed at £12 per t/CO₂. It is intended that after the introductory phase the price will be determined in the market
- During the trading years, organisations can consider the opportunities to implement emissions abatement projects which are at a cost lower than the market price for carbon.
- The scheme features an annual CRC "Organisation" Performance League Table of participants which aims to provide a driver to reduce emissions reflecting the impact this has on reputation for the organisation.
- A recycling payment is made annually based upon an organisations position in the performance league table.
- The cost of allowances will be recycled to participants based on their respective positions achieved in the CRC performance league table. The bonus penalty rates will start at +/- 10% and increase by 10% per annum for the first 5-years. However, the precise amount of the recycling payment is difficult to determine as it is dependant on the total allowances
- Organisations participating in the CRC are expected to keep an evidence pack which provides an audit trail to demonstrate how it has calculated its total energy use.

Who's In the CRC?

- Barnet Council, together with many other large public and private sector organisations will be mandatory participants in the new UK CRC carbon trading scheme which commences in April 2010 and becomes a carbon trading scheme from April 2013.
- The Government estimates that around 20,000 public and private sector organisations will be required to participate in CRC in some way. The majority of these will be required to make an information disclosure once every few years advising the administrator of their electricity usage.
- Approximately 5,000 larger organisations, which are likely to include organisations such as supermarkets, water companies, banks, local authorities (including schools) and all central government departments will be required to participate fully. This means that they will be required to monitor and record their CO2 emissions and purchase allowances to their emissions each year.
- **and Schools.....** Most schools are included with the local authority.
 - Local authorities must include emissions from state-funded schools including:
 - Community
 - Foundation & Trust
 - Voluntary Aided
 - Voluntary Controlled
 - City Technology Colleges
 - Academies
 - This applies to schools that buys its own energy or pays its own bills directly to the supplier
 - PFI operated schools are also included but under their own PFI operator rather than the local authority
 - Private Schools may also be participants but in their own right

What does this mean for the Council?

- Defined as the “Responsible Person” and is the legal entity with financial responsibility for participating in the CRC and is required to include emissions from all eligible schools in the emissions total.
- Record and collate data about the energy consumption of its Maintained Schools.
- As it currently stands the Council has financial control of less than half its carbon footprint but will be assessed and reimbursed on the performance of all of it.
- The Council is required to purchase and surrender allowances to cover its operational estate and schools at an estimated annual cost of between £0.3M – £0.5M for example:

- Primary School

Annual CO2 emissions	=155 tonnes
Cost of allowances	= £1,860

- Secondary School

Annual CO2 emissions	=512 tonnes
Cost of allowances	= £6,144

- Provide a Carbon Emissions Footprint & Annual Report

What does this mean for Schools?

- Defined as an “Associated Person” and have legal and administrative duties within the CRC to provide all reasonable assistance to the local authority.
- Provide energy data to the local authority and maintain a record of billing information & meter reads to form an evidence pack.
- It is not proposed to allow local authorities to use school budgets to purchase carbon emission allowances under the CRC.

However, to incentivize schools under the CRC the Council has the option to pass on charges to schools for losses incurred under the scheme due to an inability to reduce emissions, or alternatively redistribute financial bonus as a result of schools reducing their emissions.

Timescale for the CRC

- | | |
|--------------------------------------|-------------------------------------|
| • Scheme Registration | April – September 2010 |
| • Collation of Carbon Footprint Data | April 2010 – March 2011 |
| • First Carbon Credits Purchased | April 2011 & each year thereafter |
| • First recycling payment received | October 2011 & each year thereafter |

Information & Advice

Nigel Bell
Barnet Council Asset Management Team
Nigel.bell@barnet.gov.uk

Department of Energy & Climate Change
www.decc.gov.uk

The Carbon Trust
www.carbontrust.co.uk

ECO-schools
www.ecoschools.org.uk

Sustainable Schools
www.sustainablelearning.info

Action by the Schools Forum

The forum is asked to give a view on arrangements for this project in Barnet.

5.3 Membership and terms of reference of the Schools Forum

Author	Sarrosch Malik / Geoff Boyd
Position	Schools Resources and Support Officer / Consultant
Date	6 July 2010

At the last meeting members asked the Local Authority to suggest changes to the terms of reference of the Schools Forum Membership. In the document below, the changes are underlined – most of these are due to changes in government regulations.

SCHOOLS FORUM COMPOSITION AND PROCEDURES

1. The Purpose of the Schools Forum

1.1 The functions of the Forum are five fold:

- to be consulted on the Local Authority's school funding formula
- to be consulted on service contracts at least one month prior to the Local Authority issuing invitations to tender.
- to be consulted on specified issues in connection with the Schools Budget:
 - (a) the arrangements for the education of pupils with SEN.
 - (b) the use of Pupil Referral Units (PRUs) and the education of children otherwise than at school;
 - (c) early years education;
 - (d) insurance arrangements;
 - (e) arrangements for the allocation of Government grants; and
 - (f) arrangements for free school meals.
- With regard to Central Expenditure (that which the Local Authority can retain from its Schools Budget):
 - a) To agree an increase in the maximum level of expenditure imposed by regulations
 - b) To agree increases in spend on prudential borrowing, termination of employment costs, combined services, schools specific contingency and SEN transport.
- With regard to the minimum funding guarantee:
 - a) To agree variations which affect less than 50% of the Local Authority's pupils
 - b) To give a view to the Department for Education if more than 50% of pupils would be affected.
 - c) To agree changes to the Local Authority's Scheme of Financial Management.

2. Membership

2.1 The membership will be made up of the following :

Type of Member	Number	Head Teachers	Governors
Primary Schools			
Community	6	4	2
Foundation & VA	4	3	1
Nursery	1	1	0
Secondary Schools			
Community	4	2	2
Foundation	2	1	1
VA	2	1	1
Special Schools			
Academies	2	1	1
	1	1	
Union	1		
School Improvement Partners	1		
Private Early Years Providers	1		
14-19 Partnership	1		
Total Members	<u>26</u>	14	8

The YPLA (previously LSC) is no longer represented

- 2.2 Nominations of headteacher representatives will be obtained from Barnet Headteachers' Conference.
- 2.3 Governor representatives will be self-nominating.
- 2.4 Elected members who hold an executive role in a local authority (a lead member) are barred from being either a schools member or a non-school member. However they have the right to attend and speak at meetings.
- 2.5 The Chief Education Officer and other senior officers with a specific role in strategic financial management and/or the schools funding formula are barred from membership but they have the right to attend and speak at meetings.

Terms of Office

3.1 School and non-school members will serve for a period of four years. Re-election of existing members will be allowed. A member from the same representative group will replace members leaving early.

3.2 The Secretary of State has powers to remove from the Forum any non-school member representing an organisation which she/he has determined, should not be in membership of the Forum.

4. Timing and frequency of meetings

- 4.1 The Local Authority will timetable three meetings per year. These meetings will be arranged to coincide with the Schools' Budget setting cycle, in order that the Schools Forum can be consulted in good time for its view to be taken into account before final decisions are taken on the schools' budget for the following year.
- 4.2 The Schools Forum can determine to hold additional meetings if considered necessary in liaison with the Local Authority.
- 4.3 Meetings will be held during normal business hours (i.e. 9am-6pm) on weekdays during school term times.

5. Proceedings

- 5.1 The Forum will elect its own Chair and Vice-Chair from among its members at inception and then annually.
- 5.2 The Local Authority will appoint a clerk.
- 5.3 For meetings to be quorate, at least 40% of Forum members must be present.
- 5.4 The quorum can include substitutes. Each member can have one nominated substitute. Substitutes must be nominated at the beginning of each term of tenure.
- 5.5 Working parties may be set up as required but decision making remains with the full Schools Forum.
- 5.6 Forum meetings will be open to the public and unless specifically agreed all minutes and agendas may be made available to the public
- 5.7 Forum members will be required to make declarations of interest, pecuniary or otherwise, when relevant. Members should declare an interest in any individual proposal which directly affects a school where they are the Headteacher, a Governor or parent.

6. Voting and Decision Making

- 6.1 The Chair and Vice-Chair will be elected by a simple majority vote, cast by individual members in each case.
- 6.2 General procedural matters, i.e. length of meetings, additional meetings, project work etc., will also be decided by majority vote.
- 6.3 Any member can put forward a recommendation to the Forum to respond to the Local Authority on matters connected with:
 - changes to the funding formula; or
 - special issues relating to the Schools' Budget; or
 - service contracts

The recommendation must be recorded, together with the name of the individual members voting (i) in favour; or (ii) against; or (iii) abstaining.

7. Expenses

- 7.1 The Local Authority will draw up a policy for the payment of expenses, which will operate, on a similar basis to other bodies in existence.
- 7.2 Supply Cover
Supply cover will be available to teacher governors, but not Headteachers.

7.3 Travel Expenses

Travel expenses from the normal place of work can be claimed by any member of the Forum.

7.4 Loss of Earnings

Where attendance leads to a loss of earnings, compensation will be made at a level determined by the Local Authority.

7.5 Childcare Costs

The Local Authority will pay reasonable childcare costs, where this is necessary to ensure attendance of individual Forum members. Childcare costs will not be available to any day-time working individual unless exceptional circumstances exist.

8. Administration

8.1 The costs of the Forum will be met from the Dedicated Schools Grant from April 2006.

8.2 The Local Authority will ensure that the Forum receives, by the 30 June each year, statements showing the costs of running the Forum.

8.3 The Local Authority will ensure that the Forum and its members know what arrangements are in place for:

- the calling of meetings;
- the clerking and recording of meetings;
- the dissemination to schools of the results of meetings and the action taken by the Local Authority in response to Forum advice; and
- the claiming of expenses.

9. Revision of Procedures

9.1 The Local Authority will review the composition and procedures of the Schools Forum from time to time.

----- end -----

Current Membership

We have reviewed the length of membership of all current members of the Forum in their current posts, and on the basis of automatic re-election after each period of 2 years until now, the dates new elections become due are shown in the third column. If the forum recommends to the LA that the terms of office should be 3 or 4 years, then the alternative election date is shown in the next two columns.

A decision is also needed on whether any longer term of office should apply to all current members, or only after each member has completed two years since last re-election.

Member	Member Since	2 Year Term Member Re election	3 Year Term Member Re election	4 Year Term Member Re election
Mick Quigley	05-2008	05-2010	05-2010	05-2010
Sarah Vipond	05-2008	05-2010	05-2010	05-2010
Jonathan Hewlings	09-2004	09-2010	09-2011	09-2012
Kate Webster	09-2008	09-2010	09-2011	09-2012
Angela Trigg	09-2008	09-2010	09-2011	09-2012
Derrick Brown	11-2006	11-2010	11-2011	11-2012
Stephen Parkin	11-2006	11-2010	11-2011	11-2012
Jo Djora	12-2008	12-2010	12-2011	12-2012
Jeanette Adak	12-2008	12-2010	12-2011	12-2012
Dee Oelman	01-2009	01-2011	01-2012	01-2013
John Marincowitz	01-2003	01-2011	01-2012	01-2013
Helen Schmitz	01-2003	01-2011	01-2012	01-2013
Ken Huggins	01-2003	01-2011	01-2012	01-2013
Alan Homes	01-2003	01-2011	01-2012	01-2013
Gary Tucker	02-2009	02-2011	02-2012	02-2013
Hazel Godfrey	06-2005	06-2011	06-2012	06-2013
Gilbert Knight	06-2005	06-2011	06-2012	06-2013
Elizabeth Pearson	06-2005	06-2011	06-2012	06-2013
Anthony Vourou	06-2005	06-2011	06-2012	06-2013
Tim Bowden	07-2007	07-2011	07-2012	07-2013
Lisa Clarke	10-2009	10-2011	10-2012	10-2013
Jayne Franklin	10-2005	10-2011	10-2012	10-2013
Clare Neuberger	02-2010	02-2012	02-2013	02-2014
Angela Murphy	02-2010	02-2012	02-2013	02-2014
Jenny Gridley	02-2010	02-2012	02-2013	02-2014
Keith Murdoch	02-2010	02-2012	02-2013	02-2014

Once a number of schools have converted to academies it will be necessary to review the Composition and Procedures again:

1. Primary or secondary heads and governors at schools which become academies will no longer be eligible to represent maintained schools
2. The number of places for different types of school may have to be amended to ensure balanced representation.

Action by the Schools Forum

1. The forum asked to give their support for the proposed changes in the Composition and Procedures
2. The forum is asked to state their preference for the period of office for members ie 2, 3 or 4 years
3. The forum is asked to recommend when any change to the period of office should take place.

5.4 Contracts affecting schools

Author Olaolu Yerukan
Position Contracts Officer
Date 24 June 2010

Contract	Current arrangement		New arrangement	
	Supplier	Expiry date	Anticipated length of new contract	Contract status
Service Contracts				
Corporate Building Cleaning	Turners Cleaning & Support Services	03-Apr-11	2 years	These contracts are due to expire in April 2011 but include provisions for 2-year extensions. Corporate Procurement are aiming to trigger the options if there are no objections from the various stakeholders.
	Churchill Contract Services			

Action by the Schools Forum

The forum is asked to give a view on the extension of these cleaning contracts.

5.5 Academies

Author Mick Quigley
Position Acting Head of School Improvement

A verbal report will be given at the meeting on the current position regarding new academies and the impact of the changes.

5.6 Building Schools for the Future

Author	Denise Murray
Position	Joint Head of Finance
Date	7 July 2010

The Government announced on the 5th July the cessation of the Building Schools for the Future (BSF) programme for all schemes not at financial close or preferred bidder status. Whilst Barnet and its schools had managed to accelerate the process and achieve a tremendous amount within a shortened timescale; disappointingly we were not at the required stage.

A formal closedown of the programme is underway which will include a review of the costs incurred to date, and costs committed. It is not anticipated that these costs will exceed £650,000 for 2010-11. A commitment was given to the 6 BSF schools that should Barnet's BSF programme be brought to an end in 2010-11, no contribution would be required from the individual schools.

The 2010-11 BSF preparation costs will therefore be funded as follows:

Children's Service 2010-11 General Fund budget - £250,000 -
Children's Service 2010-11 centrally retained DSG budget - £200,000
Children's Service 2009-10 centrally retained DSG C/Fwd - £200,000

The final costs, financing and any other relevant issues identified within the closedown will be presented to the September Schools Forum. In determining our investment strategy going forward we will seek to align our corporate strategies with the likely outcomes of the government review so that we are in a position to move forward quickly either to commence work or bid for funding as appropriate.

Action by Schools Forum

Members are asked to note progress on this project.

5.7 Dedicated Schools Grant 2010/11

Author	Linda Parker
Position	Joint Head of Finance
Date	7 July 2010

This report presents the final Schools Budget for 2010-11 incorporating the finalised DSG recently announced by DfE and the underspend of the centrally retained budget from 2009-10 (details of which were reported to the Schools Forum at the last meeting in May).

1. Finalised DSG 2010/11

On 1st July the DfE announced the final DSG for 2010-11. The pupil number for Barnet is 43,378 which is 22 more than the estimate used in the calculation of the DSG for the Schools Budget. The finalised DSG is therefore £213,273,877 which is £108,147 more than estimated.

In addition, the admission numbers at JCROSS for September 2010 have been reduced by 30 in agreement with the local authority. This releases funding within the ISB of £50,000. The admission numbers for future years will revert back to the planned level so this is a one-off reduction in 2010-11 only.

2. Other Budget Announcements

Announcements have recently been received about in-year reductions in some grants. These include the following:

Grant	2010-11 Allocation	Notified reduction	Comment
Harnessing Technology (HT)	£950,000	£475,000	50% of the 2010-11 grant has been devolved directly to Schools and 50% retained by the Council. The Council is part of a consortium of 33 LA's signed up to the provision of common services by the London Grid for Learning (LGFL) and has committed the retained element of the HT grant for this purpose. The annual payment has been made and as a result only approximately £90,000 of this reduction can be achieved from reducing the centrally retained budget.
Training and Development Agency (TDA) - Workforce Modernisation and Development grant	£133,800	£44,300	The workforce modernisation grant ends on 30 th November when the following activities will either be stopped or greatly reduced: <ul style="list-style-type: none"> • Support for Schools restructuring and managing change including career progression for support staff. • Support for NQT recruitment to Barnet, and the NQT database pool. • Support for schools to meet some safeguarding requirements (via funding to provide courses) There are potential staff implications
TDA - support staff training and qualifications grant	£76,000	£76,000	This grant supports the training of unqualified support staff in schools. The grant was used to organise in house and external accredited courses with universities and colleges. The removal of this grant means the local authority will no longer be providing accredited courses. Schools will be able to buy accredited course places via colleges etc but these are likely to be more difficult to organise and considerably more expensive. Grant underspend of £49k from 2009-10 was rolled forward into 2010-11. Confirmation is being sought as to whether this can be retained and used to meet committed costs incurred to date.
Standard Fund grant: Early Years: Extending & increasing flexibility of free entitlement for 3-4 yr olds	2,350,477	£61,226	The grant for the extension of the free education entitlement is now finalised based on pupil numbers and take up. The grant is £61,226 less than the provisional allocation. Analysis of the commitments against this budget indicates that spend can be contained within the reduced budget but as this is a demand led budget it will require close monitoring throughout the year.

3. Additional funding pressures and funding requirements Schools Budget

As reported elsewhere on the agenda, due to the cessation of BSF up to £300,000 of the earmarked BSF funding in 2010-11 can be reassigned. However, the Harnessing Technologies funding has been substantially reduced and to retain funding stability for schools it is proposed to utilise the uncommitted BSF funding to offset the reduction in the Harnessing Technology grant.

Re-measurement of schools is now complete. If funding were adjusted some schools would gain and some would see significant reductions. If only increases were funded an additional £215,000 would be needed from contingency. As additional Reception places will cost £170,000, this would result in an overspend of the contingency. We are proposing therefore that adjustments for internal areas are not made until the 2011/12 financial year.

The proposed use of the additional grant and funding released from the reduction in admission numbers in JCOSS is outlined in the table below:

Funding required	Service Area	Comment
£10,000	A pilot cashless system in a primary school	Following the last meeting of the Schools Forum some primary schools were invited to participate in a pilot to introduce a cashless system. Sunnyfields Primary School offered to participate in the pilot. This is a one-off cost and the findings will be shared with other schools.
£99,346	Academies- the recoupment of Centrally Retained budgets	Should some schools become Academies in 2010-11 certain centrally retained budgets are topsliced by the DfE to fund the local authority central spend equivalent grant (LACSEG). It may not be possible to make equivalent budget reductions in these retained budgets as they are in the main fully committed. An increase in the schools contingency is therefore proposed.
£50,000	Revenue cost for additional primary pupil places	The one-off reduction of £50,000 in the JCoSS budget share to be reassigned to increase the resource required to meet the revenue costs of new pupil places.

The Schools Budget incorporating the rolled forward underspend of the centrally retained budget from 2009-10 and the finalised DSG is shown overleaf.

Action by Schools Forum

Members are asked to give a view on the proposed adjustments to the 2010/11 Schools Budget

Estimated Dedicated Schools Grant and Individual Schools Budget 2010/11

08-Jul-10

	Figures to DfE based on estimated DSG and rolled forward centrally retained budget (Section 251 return)	Adjustments for final DSG & rolled forward centrally retained budget from 2009/10	Revised Schools Budget	Comments
	2010/11	2010/11	2010/11	
Pupils				
Pupils (FTE) (estimated for 2010-11)	43,356	22	43,378	
DSG	£	£	£	
Per Pupil Amount (£)	4,917	4,917	4,917	
Dedicated Schools Grant (£)	213,166,730	108,147	213,274,877	
Total Young People Learning Agency (YPLA)	26,574,769		26,574,769	
Other- rolled forward underspend from 2009-10	250,000	781,000	1,031,000	Underspend increased by £35,600 over that reported to Schools Forum in May
Total Schools Budget	239,991,499	889,147	240,880,646	
ISB (Includes resources provision and statements at academies and YPLA funding)	214,177,807		214,177,810	JCoSS ISB uncommitted funding (£50,000) to reassigned to additional revenue costs of new primary places
YPLA Teachers Pay Grants	762,906		762,906	
Under 5s (PVLs etc)	5,415,567	250,000	5,665,567	As agreed Schools Forum May 2010
School Contingencies	964,000	99,346	1,063,346	Increase contingency for academies LACSEG
Provision for pupils with SEN (including assigned resources)	453,248		453,250	
Provision for pupils with SEN, provision not included in line 1.2.1	2,812,852		2,816,330	
Support for inclusion	294,501		294,700	
Fees for pupils at independent special schools & abroad	7,511,960	145,400	7,657,360	As agreed Schools Forum May 2010
SEN transport	400,000		400,000	
Inter-authority recoupment	1,971,857		1,971,860	
Contribution to combined budgets	457,457		457,460	Details of spend to be presented at the next meeting of the Schools Forum in September 2010
Pupil Referral Units	1,590,181		1,592,335	
Behaviour Support Services	299,736		299,730	
Education out of school	389,751		390,725	
Central expenditure on education of children under 5s	708,263		710,030	
Free school meals - eligibility	3,568		3,568	
Milk	1,570		1,570	
Insurance	425,000		415,226	
Museum and Library Services	42,753		42,753	
School admissions	393,514	35,600	429,114	Funding required for the admissions IT system
Miscellaneous (not more than 0.1% total of net SB)	238,579		238,580	
Servicing of schools forums	34,683		34,680	
Staff costs - supply cover (not sickness)	155,620		155,620	
Other Standards Fund Allocation - Non-Devolved	77,086		77,086	
Capital Expenditure from Revenue (CERA) (Schools)	409,040	360,000	769,040	Use uncommitted BSF funding to offset reduction in Harnessing Technologies Grant; £10,000 Cashless pilot
Total Planned Expenditure	239,991,499	890,346	240,880,646	

5.8 Autumn Review of the School Funding Formula

Author Claire Gray

Position Deputy Schools Funding Manager

Date 6th July 2010

As a new funding cycle begins in April 2011 the local authority is required to review its funding formula in readiness. At the present time it is not known whether this will be a single or multi-year funding cycle and the outcome of the recent Dedicated Schools Grant (DSG) consultation has not yet been announced.

The DfE is due to issue a further consultation paper on the DSG review over the summer and the Comprehensive Spending Review is not expected until 20 October. Therefore, waiting for the outcome of this would not allow sufficient time for consultation with schools, and subsequent ratification by Schools Forum and councillors, of any proposed changes to local formula funding so we must proceed now and incorporate further information as it becomes available.

The previous government planned to mainstream most Standards Funds into the DSG, but is not clear what the intention of the new government is on this. In addition, we will need to take into consideration the government's proposed creation of a pupil premium and whether this replaces or replicates some, or all, elements of Barnet's current AEN formula. We do not expect to have any discretion on the distribution of the pupil premium, as initial indications are that this will be proscribed by the DfE.

On the basis that we need to consult on any proposed changes to formula funding and subsumed Standards Funds, so that impact assessments can be carried out as soon as the outcome of the second DSG review is known, the table below outlines the factors we intend to include in the consultation with all schools this autumn.

We will present the proposed consultation to the Schools Forum on 5th October and the results will be reported on 7th December.

2011/12 Consultation

Formula Factor	Action
SEN/AEN funding	
AEN – Prior Attainment or Proxy	Review SEN/ AEN funding and consider distribution using revised measures of deprivation, and whether any proscribed pupil premium replaces or replicates elements of the current AEN formula.
AEN – Social Deprivation (FSM)	
AEN – EAL	
AEN – Mobility	
Statements	
Pockets of Deprivation	

School/Site Specific factors	
Basic Entitlement	Review level and consider amalgamation of additional site specific factors
Additional Basic Entitlement	Proposal to extend the double basic entitlement for new schools in the light of recent experience by JCOSS.
Nursery Entitlement	Review in light of implementation of SEYFF
One & Half Form Entry	Review and possibly amalgamate with Infant class size factor
Split Site Entitlement	Review level and consider amalgamation
Split Site Travel	
VA/Foundation	Review
Salary Safeguarding	Review claiming arrangements
Pitch rental	Review criteria and level
Other	
Minimum Funding Guarantee	Review and consider a local MFG if the national MFG is removed
Standards Funds	
SDG EiC/BIP ASTs Specialist Schools Post LIG SSG SSG (P) EMAG	Proposal to replicate the existing formulae within the budget share if grants are mainstreamed
Primary/Secondary Strategy	Review if grants continue
Other Revenue Standards Funds	Proposal to replicate the existing formulae within the budget share if grants continue and are mainstreamed
Harnessing Technology	
<p>Action by Schools Forum Members are asked to give a view on the areas of the school funding formula to be reviewed for 2011/12.</p>	

6.1 Early Years Report

Author	Claire Gray and Thomas Shippey
Position	Schools Funding Team
Date	7 July 2010

All settings have now submitted their flexibility models to the LA each of which has been given one of the agreed three levels. The agreed flexibility levels have been used to issue estimated funding calculations to all providers, and these are due to be sent out to settings by mid July. The funding estimate report shows the actual amount claimed for the Summer 2010 term, together with a breakdown of what the setting can expect to receive for the remainder of the financial year (Autumn and Spring terms), based on historical child numbers and predicted weeks per term.

PVIs - Payment schedule

It has been agreed that 80% of the estimated funding will be paid to private providers as an advance at the start of each term. Once the headcount data has been received and checked for duplicates and errors, actual funding for the term will be revised, adjustments made and any balance due or owed will be funded or recovered at the next payment date.

In order to pay all monies owed by the end of the financial year, a final adjustment will be made in March 2011. The table below shows the planned payment cycle for each financial year:

Payment No.		Amounts	Payment date
1	Summer term	80% of estimated Summer term funding	1 st day of term
2	Autumn term	Summer term balance + 80% of estimated Autumn term funding	1 st September
3	Spring term	Autumn term balance + 80% of estimated Spring term funding	2 nd January
4	Final	Spring term balance	31 st March

Maintained nursery schools and nursery classes - Payment schedule for 2010/11

For ease of accounting, the payment schedule to schools will vary slightly from the arrangements for PVI providers so that allocations can be advised in line with other Standards Funds and paid using the Autopayments system.

Maintained nursery schools and nursery classes - Payment schedule for 2011/12

We do not know at present how the single early years funding formula (SEYFF) will impact on the calculation of the minimum funding guarantee. When this is known we will be able to announce how payments for maintained nurseries will be made in the future.

Invoicing software package

Development of the basic Barnet in house software package for invoicing has continued and officers plan to offer training and release the software in the forthcoming weeks.

Action by Schools Forum

Members are asked to note progress on this project.

6.2 Cashless Systems in Primary Schools

Author Val White

Position Assistant Director, Children's Service

Date 6 July 2010

A short workshop was organised to further explore the development of cashless catering systems within primary schools. Three primary schools (based on their previous interest in developing their dining and catering services) were invited to attend a presentation by David Paylor from Nationwide Retail Systems who supply the London Borough of Croydon. At the end of the session, it was felt that we should progress with a pilot scheme in one primary school to test out the potential benefits. Sunnyfields primary school is willing to be a pilot having recently set up new kitchen and dining facilities. The initial investment is approximately £6k with estimated annual costs of round £1k. We will learn from the pilot whether savings in administration etc can offset the on going costs. If the pilot shows demonstrable benefits and can answer some of the outstanding questions, this will encourage other schools to invest in moving to this new way of working.

Action by Schools Forum

Members are asked to note progress on this project.