

AGENDA

Herefordshire Schools Forum

Date: **Tuesday 29 September 2009**

Time: **2.00 pm**

Place: **Brockington, 35 Hafod Road, Hereford. HR11SH**

Notes: Please note the **time, date** and **venue** of the meeting.

For any further information please contact:

Paul Rogers, Democratic Services Officer

Tel: 01432 383408

Email: progers@herefordshire.gov.uk

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Agenda for the Meeting of the Herefordshire Schools Forum

Membership

Chairman	Mrs JS Powell	
Vice-Chairman	Mr NPJ Griffiths	
	Mr S Pugh	Primary Schools
	Mr T Edwards	Primary Schools
	Mrs J Cecil	Primary Schools
	Mr P Box	Primary Schools
	Rev D Hyett	Primary Schools
	Ms T Kneale	Nursery Schools
	Mrs S Woodrow	Secondary Schools
	Mr T Knapp	Secondary Schools
	Mrs S Catlow-Hawkins	Secondary Schools
	Mr J Docherty	Secondary Schools
	Mrs S Bailey	Special Schools
	Mrs E Christopher	Pupil Referral Unit
	Mrs A Robertson	Roman Catholic Church
	Mr A Leach	Church of England
	Mrs A Pritchard	Teacher Staff Representative
	Mr J Godfrey	14-19 Representative
	Mr A Shaw	14-19 Representatives
	Mrs A Jackson	Early Years
	Mrs R Lloyd	Early Years
Non Voting	Councillor JA Hyde	Observer
	Councillor PD Price	Observer
	Councillor WLS Bowen	Observer

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A personal interest is an interest that affects the Councillor more than most other people in the area. People in the area include those who live, work or have property in the area of the Council. Councillors will also have a personal interest if their partner, relative or a close friend, or an organisation that they or the member works for, is affected more than other people in the area. If they do have a personal interest, they must declare it but can stay and take part and vote in the meeting.

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AGENDA

	Pages
1. APOLOGIES FOR ABSENCE To receive apologies for absence.	
2. NAMED SUBSTITUTES (IF ANY) To receive any details of Members nominated to attend the meeting in place of a Member of the Forum.	
3. DECLARATIONS OF INTEREST To receive any declarations of interest by Members in respect of items on the Agenda.	
4. MINUTES To approve and sign the Minutes of the meeting held on 7 July 2009.	1 - 30
5. LATE ITEMS/ANY OTHER BUSINESS To consider any issues raised as either a late item or any other business.	
6. BUDGET WORKING GROUP To consider the recommendations of the Budget Working Group meeting of 25 th June 2009.	31 - 34
7. SCHOOL BALANCES To report on School balances at the end of the financial year 2008/2009.	35 - 38
8. DEDICATED SCHOOLS GRANT To inform Schools Forum of the final Dedicated Schools Grant for 2009/10, the Outturn for 2008/09 and the rates rebates for the period 2000-2009.	39 - 52
9. DEVELOPING CAPACITY IN HEREFORDSHIRE GOVERNOR SERVICES To request one-off funding allocation for the development of Governor support and training resources to meet the demands of this academic year.	53 - 62
10. WORK PROGRAMME 2009/10 To consider the Schools Forum work programme 2009/10.	63 - 64

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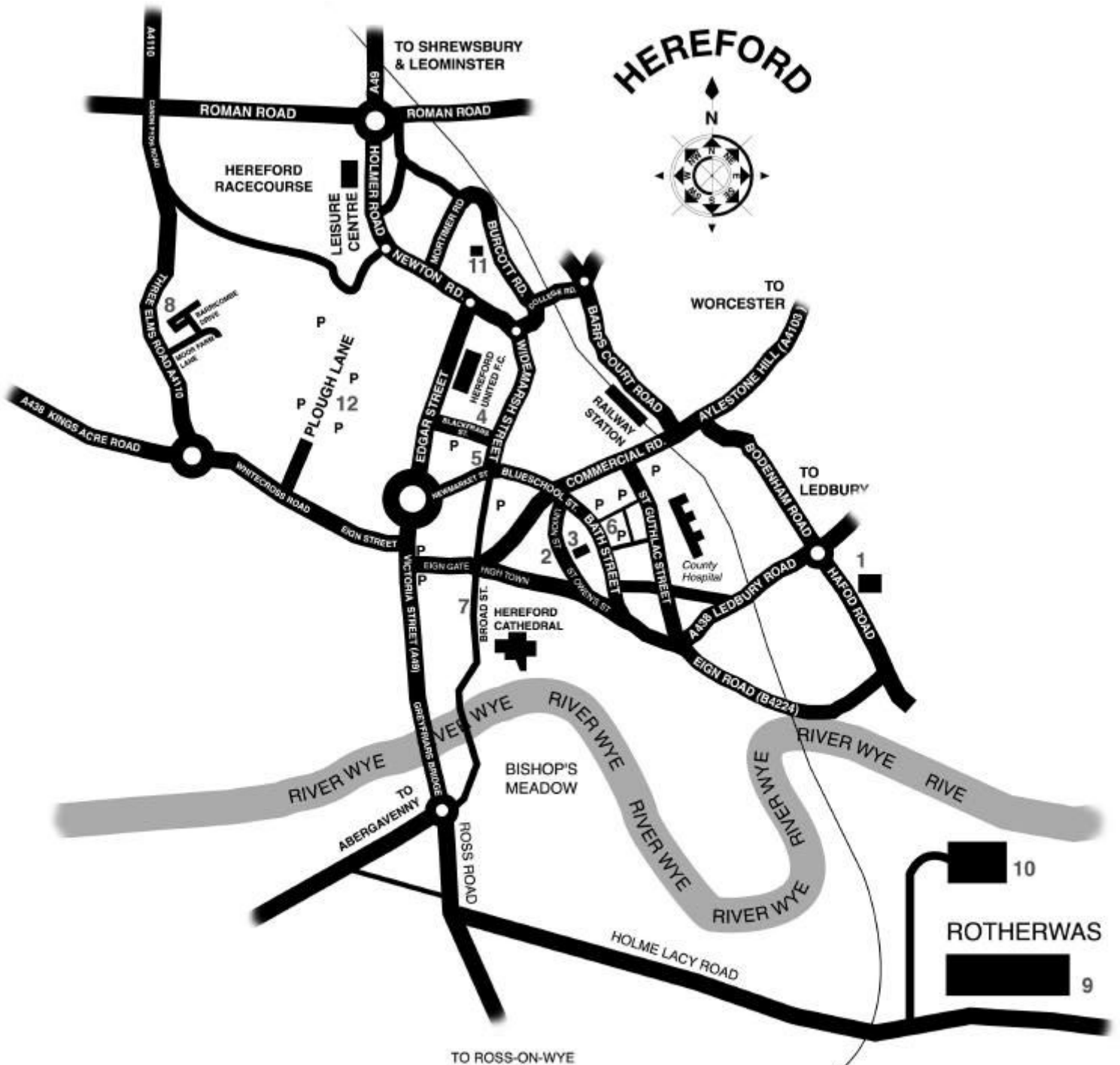
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| 4 | Education Centre | 10 | Herefordshire Commercial Services |
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| 6 | Bath Street | 12 | Plough Lane |

COUNTY OF HEREFORDSHIRE DISTRICT COUNCIL

BROCKINGTON, 35 HAFOD ROAD, HEREFORD.

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HEREFORDSHIRE COUNCIL

MINUTES of the meeting of Herefordshire Schools Forum held at Council Chamber, Brockington, 35 Hafod Road, Hereford, HR1 1SH on Tuesday 7 July 2009 at 2.00 pm

Present: Mrs JS Powell (Chairman)
Mr NPJ Griffiths (Vice Chairman)

Mrs S Catlow-Hawkins, Mrs D Coates, Mrs E Christopher, Mr J Docherty, Mrs C Garlick, Mr M Harrison, Rev. D Hyett, Mr J Godfrey, Mrs A Jackson, Mrs R Lloyd, Mrs A Pritchard and Mr R Thomas

In attendance: Mrs R Hatherill and Councillor PD Price

12. ELECTION OF CHAIRMAN

Mrs JS Powell was nominated and seconded for the Chair.

RESOLVED: That Mrs JS Powell be appointed as the Chair of Herefordshire Schools Forum for the ensuing year.

13. APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr T Edwards, Ms T Kneale, Mr P Whitcombe, Mr T Knapp and Ms S Woodrow.

14. NAMED SUBSTITUTES (IF ANY)

Mrs D Coates substituted for Ms T Kneale.

15. DECLARATIONS OF INTEREST

There were no declarations of interest.

16. MINUTES

RESOLVED: That, subject to the following amendments, the Minutes of the meeting held on 2 June 2009 be approved as a correct record and signed by the Chairman,

- (i) the word 'together' in Resolution (a) to Minute no.10 be deleted;
- (ii) the word 'high' be substituted with the word 'all' in the Resolution to Minute no.11.

17. LATE ITEMS/ANY OTHER BUSINESS

There were no late items or any other business.

18. FINANCE REVIEW REPORT

The Forum received an independent report on Schools Funding issues for consideration and report back to the Schools' Task Group.

Prior to considering the report, the Forum received a power point presentation by the Director of Children's Services with regard to Schools' Revenue Funding and Children's Revenue Funding. The Director referred to concern that had been raised by members at previous Forum meetings on the complexities of Schools funding and informed members that the presentation was intended to provide members with a better understanding of schools revenue funding and greater transparency. A copy of the power point presentation is attached to the Minutes.

The presentation covered the funding sources for schools and other services to Children and Young People (CYP), Dedicated Schools Grant, the division of funding to schools and other services, and grants including Standards fund and Area Based Grant. Budgetary values based on 2009/10 financial year for the funding sources were also set out.

The Director also circulated at the meeting the following information in support of the presentation, copies of which are attached to the Minutes:

- (a) Local Authority Expenditure including Area based Grant - Appendix 1
- (b) Dedicated Schools Grant (DSG) 2009/10 - Appendix 2
- (c) Grants 2009/10 – Appendix 3
- (d) Area Based Grant (ABG) 2009/10 Allocations – Appendix 4
- (e) Standards Fund Grants 2008 – 2011 – Department for Children, Schools and Families (DCSF) Publication

The Director emphasised that Appendix 1 gave a separation of this years financial figures for all Council funded central services for CYP. Appendix 2 specified the services paid for from the DSG provisional allocation and specified the Direct School Grants. Appendix 3 gave a breakdown of all the grants which were also referred to in the presentation.

The Director informed the Forum that it was the intention in future to present financial information to the Forum in a sharper format. This would include an annual spreadsheet showing central Funding, DSG and retained elements, ABG and other grants. Forum decisions and the impact of those decisions would also be included in that information.

A member referred to the situation where the local authority makes the decisions to close schools and that schools must adhere to such decisions. The member asked if there was a centrally held funds target figure set by the Local Authority to reduce spend.

The Director confirmed that should the Authority decide to close schools at any point in the future the funding would be returned to the schools ISB and levels agreed by the Forum. In emphasising that there was not a target to reduce central spend specifically; the Director informed members that there was a need to achieve good value in delivering core services. The Director also emphasised there was a delicate balance in achieving funding levels and achieving good value. There would need to be consultation and debate with the Forum on those issues if any configuration of central services to schools were to change.

The Director also emphasised was a delicate balance in achieving funding levels and achieving good value. There would need to be consultation and debate with the Forum on those issues.

A member asked why Herefordshire was one of the lowest educationally funded authorities.

The Director informed the Forum that the factors which the government considered when allocating funds were deprivation and high pupil density. Both factors were prevalent in urban areas and, therefore, such areas attracted more government funds.

The member took the view that parents and the public should be made aware of such funding issues.

The Chairman referred to Children's and Young Peoples Directorate central costs and that there was a degree of uncertainty in schools as to where funds come from.

The Director responded and referred members to the appendices for details.

The Chairman welcomed Lynn Wright, Independent Consultant, who had been asked by the Schools' Task Group to consider the way forward on Schools funding issues and demonstrated the impact of maintaining the status quo as well as considering the implications of any future changes.

The Consultant emphasised that the report did not refer to schools by name and that all scenarios were hypothetical. The DCSF was currently reviewing the pupil funding formula but there was doubt that this might have little real beneficial impact in Herefordshire. She referred to paragraph 4 and the fact that Herefordshire was one of the lowest funding levels of the nationally distributed DSG. She drew members' attention to paragraph 5 iii, iv and v which highlighted the impact on funding with the loss of one pupil and the sum of money which would need to be found from within central services funded by DSG as a consequence. Also, the cost escalation of the loss of more than one pupil which could have a disproportionate affect on primary schools.

A member asked if there were opportunities to arrange some services differently which are currently centrally held and therefore delegate funding to schools for these purposes. The Director of Children's Services agreed but emphasised that some services were statutory and also that the LA held a key role in quality assurance. Any such changes would need further debate with schools and careful consideration. The consequences of allocating money should be considered carefully, because once allocations were made, such actions were difficult to reverse.

The Consultant made reference to the increase in the numbers of schools experiencing financial difficulties and operating with deficit budgets. She also referred to Appendix 2 to her report where she was trying to show the full budget allocations of schools banded in sizes. She drew members' attention to the fact that 69 schools in the county receive some sort of protection which had been agreed by the Forum and that the funding for this came from schools with greater pupil numbers. The emphasis being that all schools are affected by reducing rolls. She referred to the fixed base allocation that primary and secondary schools receive for management and premises before pupil numbers are considered and paragraph 11 endeavoured to show objectively the consequences of the fixed base allocation. She emphasised that a combination of reductions in expenditure achieved through the possible reduction in the number of schools would mean that those funds would remain within the Individual Schools Budget for redistribution via the funding formula across a smaller number of schools. With regard to Appendix 1 to the report, she stated that Herefordshire compares favourably with neighbouring councils in retaining less at the centre than most. Referring to Appendix 3, she informed members that the

table demonstrated the affect of falling rolls on individual schools over a three year period and the indicative budgets according to cluster allocations using January 2008 pupil numbers. The model would be updated using January 2009 numbers at the end of September.

A Member drew attention to the fact that funding was in place until 2011 and that the Task Group notice this for discussion. The Director agreed with the point made. She advised the members that the Task Group had found this funding aspect quite complex and particularly wanted the Forum to discuss this aspect and comment to the Group.

The Director advised that the purpose was to bring the detailed information to members with a view to the Forum discussing how future decisions can be considered.

The Consultant emphasised that the report shows that it will not be possible to maintain the status quo but that some changes must be made to enable children to receive the best education possible.

A member expressed concern that if the current allocation of funding was maintained, it would be at enormous cost to schools.

The Consultant was of the view that resources for the provision of education in Herefordshire were currently overstretched and not sustainable in the medium term.

The Director advised that the current funding system was creaking at the edges in its entirety and it would mean an open and transparent debate in many forums to address the issues. The Schools Task Group was addressing the problem.

A member referred to the recent article in the local press which stated that as a consequence of decisions taken at today's meeting of the Forum, some schools will close. She suggested that a public statement be made to advise the public on the current situation with regard to schools.

The Director informed members that she would consult Councillor PD Price, Cabinet member for ICT, Education and Achievement together with the Chairman of the Forum to make a public statement.

The Consultant emphasised that there is a need to formulate a view at Cabinet level and Task Group level and to achieve a vision for children.

RESOLVED: That as trends in falling pupil numbers and attendant reductions in funding will require a re-evaluation of existing provision necessitating consideration of a schools reorganisation, the Schools Forum is therefore looking to Cabinet to provide a lead on how this issue can be taken forward and that the lead should be clarified by the Cabinet within the next financial year.

19. REVISED CONSTITUTION FOR SCHOOLS FORUM

The Head of Planning Policy and Performance presented a report regarding the proposed revision of the constitution. He advised that following on from the last meeting, the constituent bodies had been consulted and their comments were included in the report. He informed members that he would ensure that School Finance would be included in induction training for new members as a key issue.

A teacher staff representative informed the Forum that at a recent meeting of teaching staff, the meeting was of the view that their representation on the Forum should remain at two, one representative for primary schools and one for secondary schools.

An Early Years and Extended Services Member supported the need for the representation for early years to remain at two members and that in reducing the proposed membership to one member would not give adequate representation on the Forum to serve all the providers and children.

A 14 -19 partnership representative strongly supported the need for two members on the Forum for the reasons as set out in the report.

The Head of Planning Policy and Performance informed members that the new membership would be phased in for current members taking into account their remaining term of office. He advised that there would be consultation between Financial Services and the Budget Review Working Group to formulate a Forward Plan.

RESOLVED: That, subject to the following amendments, the proposed revised constitution as attached to the report be approved to take effect on 1 September 2009:

- (i) the Teaching Association representation be deleted to be replaced with one primary school Trade Union representative and one secondary school Trade Union representative;**
- (ii) there will be two Early Years and Extended Services representatives;**
- (iii) there will be two 14-19 Partnership representatives;**
- (iv) Herefordshire Association for Secondary Headteachers will be set the Term of office for their representatives to comply with a maximum three year term of office.**

The meeting ended at 3.15 pm

CHAIRMAN

Schools Forum

July 2009

POWER POINT
PRESENTATION



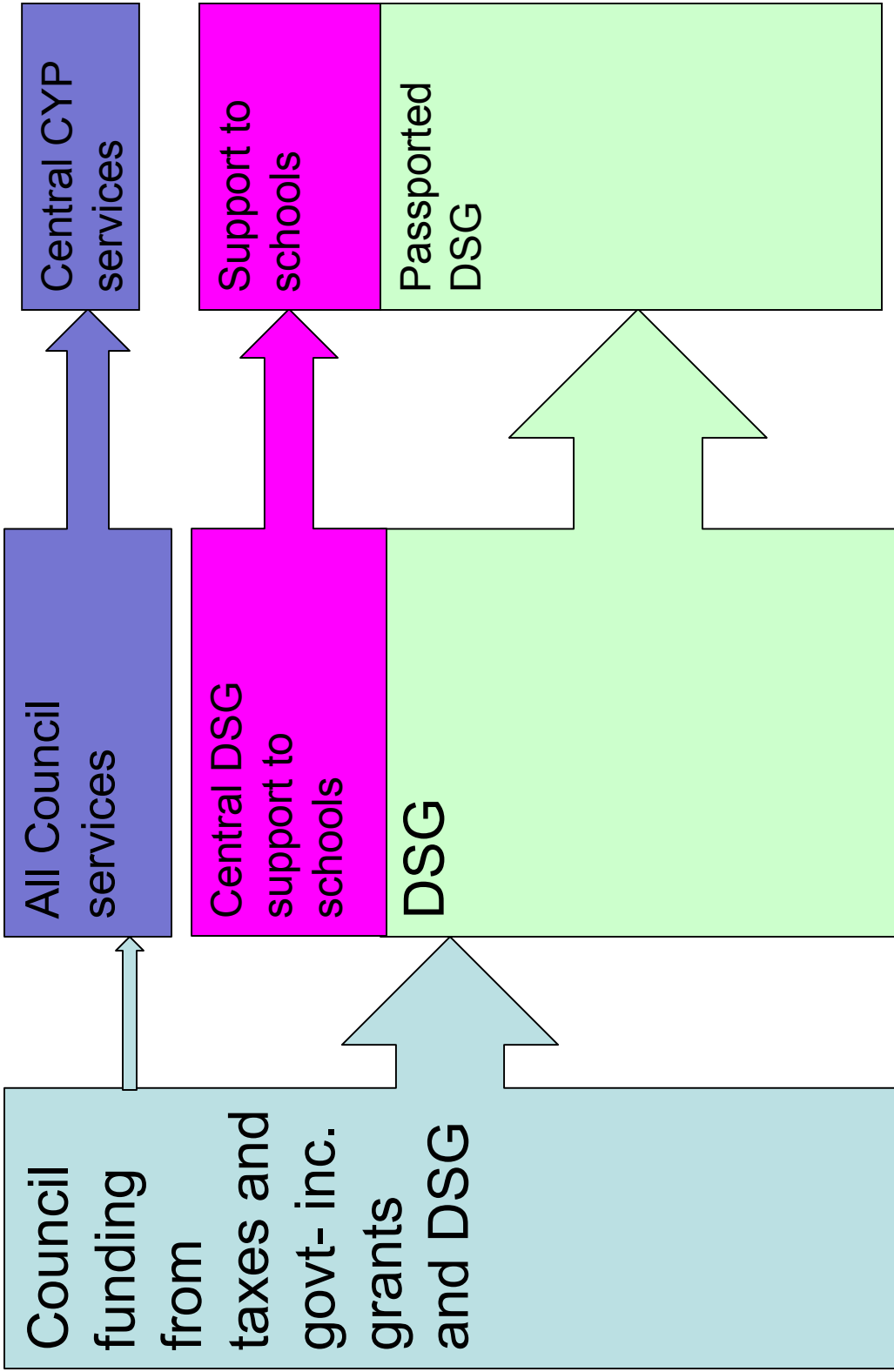
Understanding Children's and Schools' Revenue Funding

We will cover:

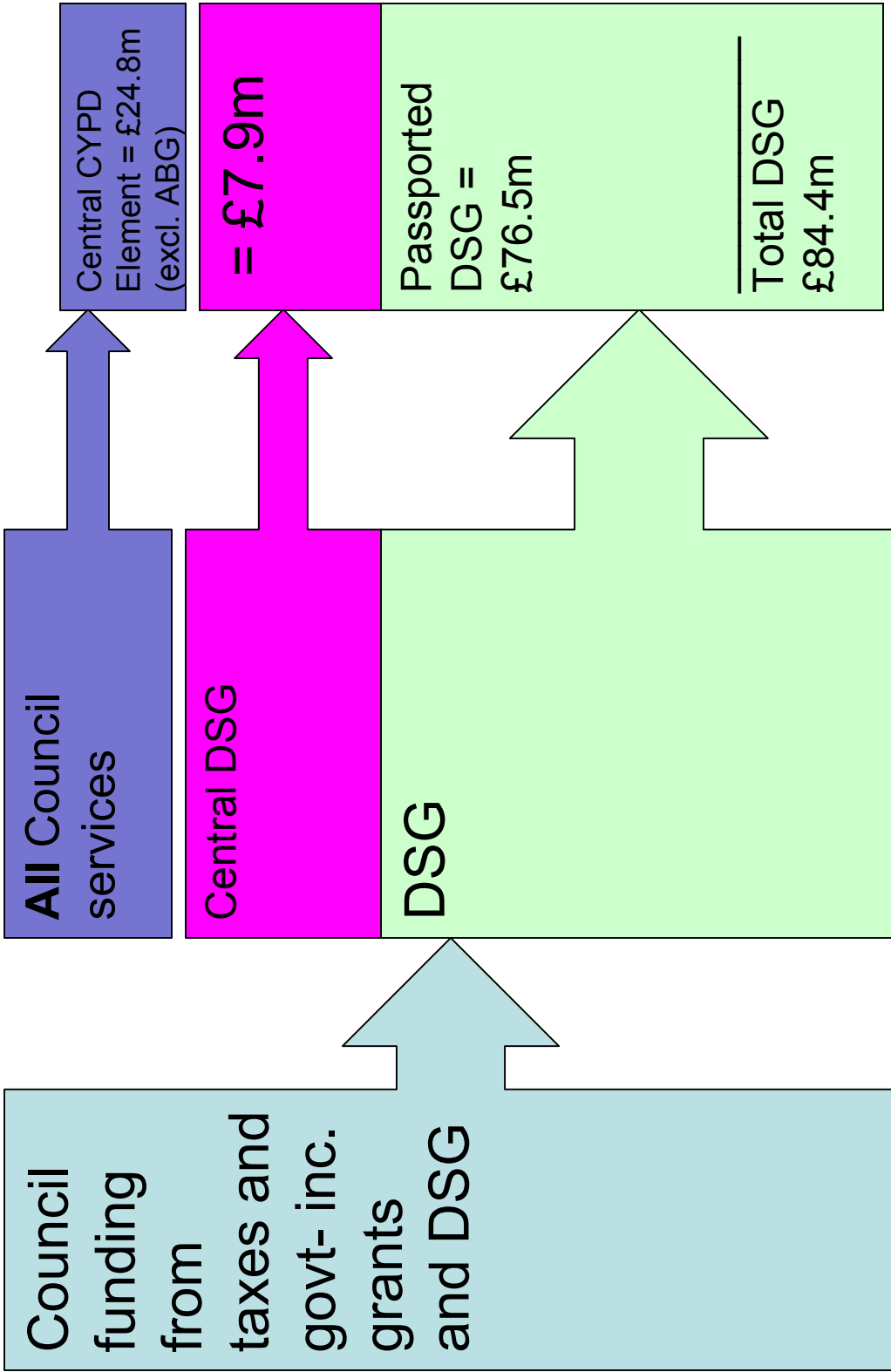
- Funding sources for schools and other services to CYP
 - DSG
 - How much % funding is allocated to schools and other services
 - Grants including Standards Fund and Area Based Grant
- NB: all figures are 2009-10

8

Main funding



More detail



CYPD central costs

Examples – details to follow	
Specific to School Support	Specific to Other CYP Services
e.g.	e.g.
<ul style="list-style-type: none"> • EWS 	<ul style="list-style-type: none"> • Youth Services
<ul style="list-style-type: none"> • SIS 	<ul style="list-style-type: none"> • Social care
<ul style="list-style-type: none"> • Transport 	<ul style="list-style-type: none"> • Fostering
<ul style="list-style-type: none"> • Ed Psych • SEN Casework • Asset Management 	<ul style="list-style-type: none"> • Social workers • Residential Care • Family Support incl Adoption • Commissioning • Connexions

Central DSG

Educated out of school 0.4%
PRUs 1.1%
Under 5s 0.6%
Ind spec sch 0.9%
SEN 2.1%
Nurs. Ed 3.4%
Total 8.5%
Admissions / behaviour / LEA pool / inclusion 0.9%
Total 9.4%
£7.9m

Allocations % are decided by formula/ decisions of Schools Forum

NB: figs are rounded - refer to appendix for full breakdown

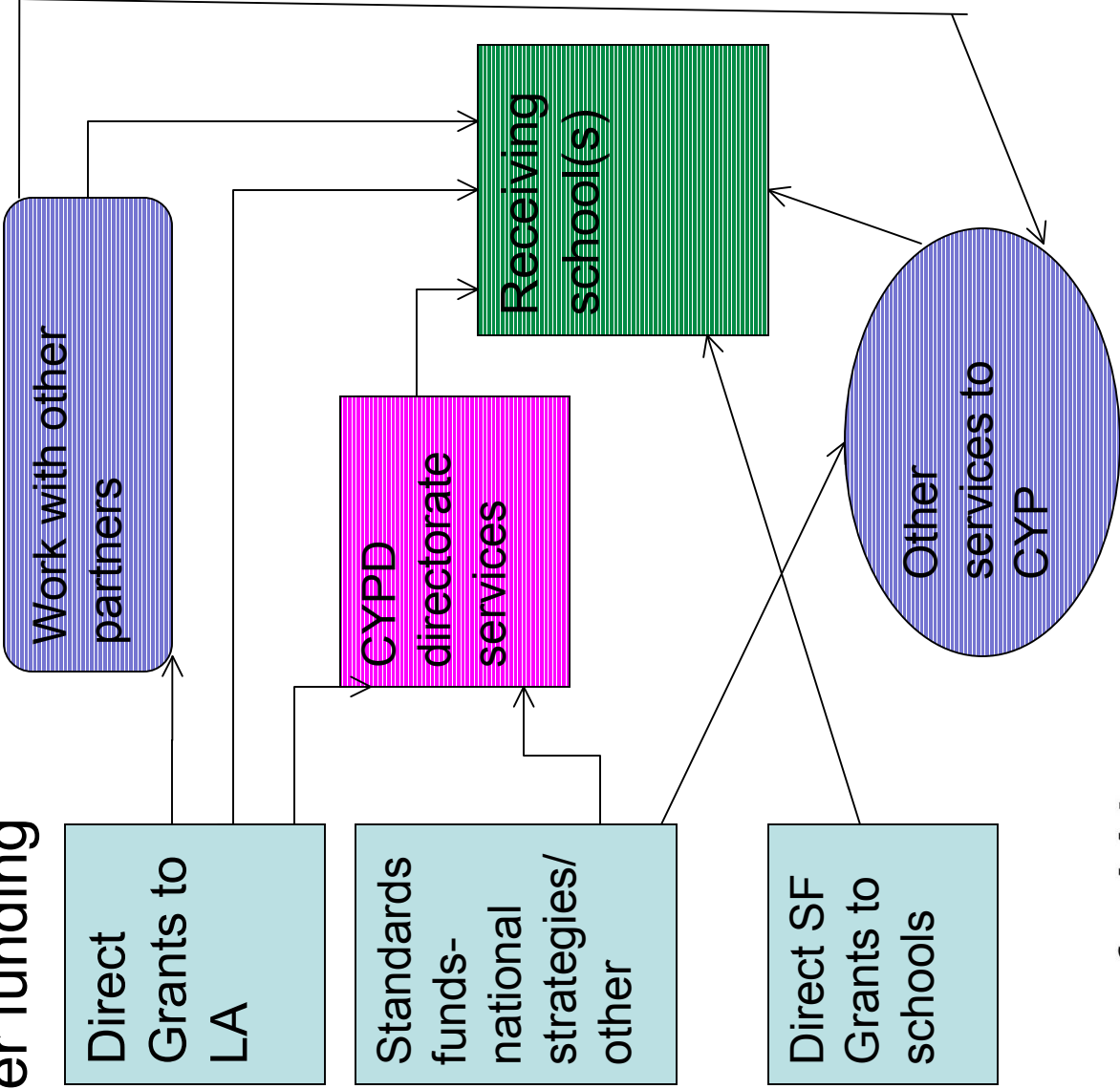
Schools' DSG

Primary ISB 46.0%
Secondary ISB 42.9% - 2.7% LSC = 40.2%
Special ISB 4.5%
Total 90.6%
Total £76.5m

Other Funding

Direct to schools grants £12.2m
ABG £4.1m
Other SF not devolved £3.2m
Council funded CYP £24.8m (inc property & overheads)

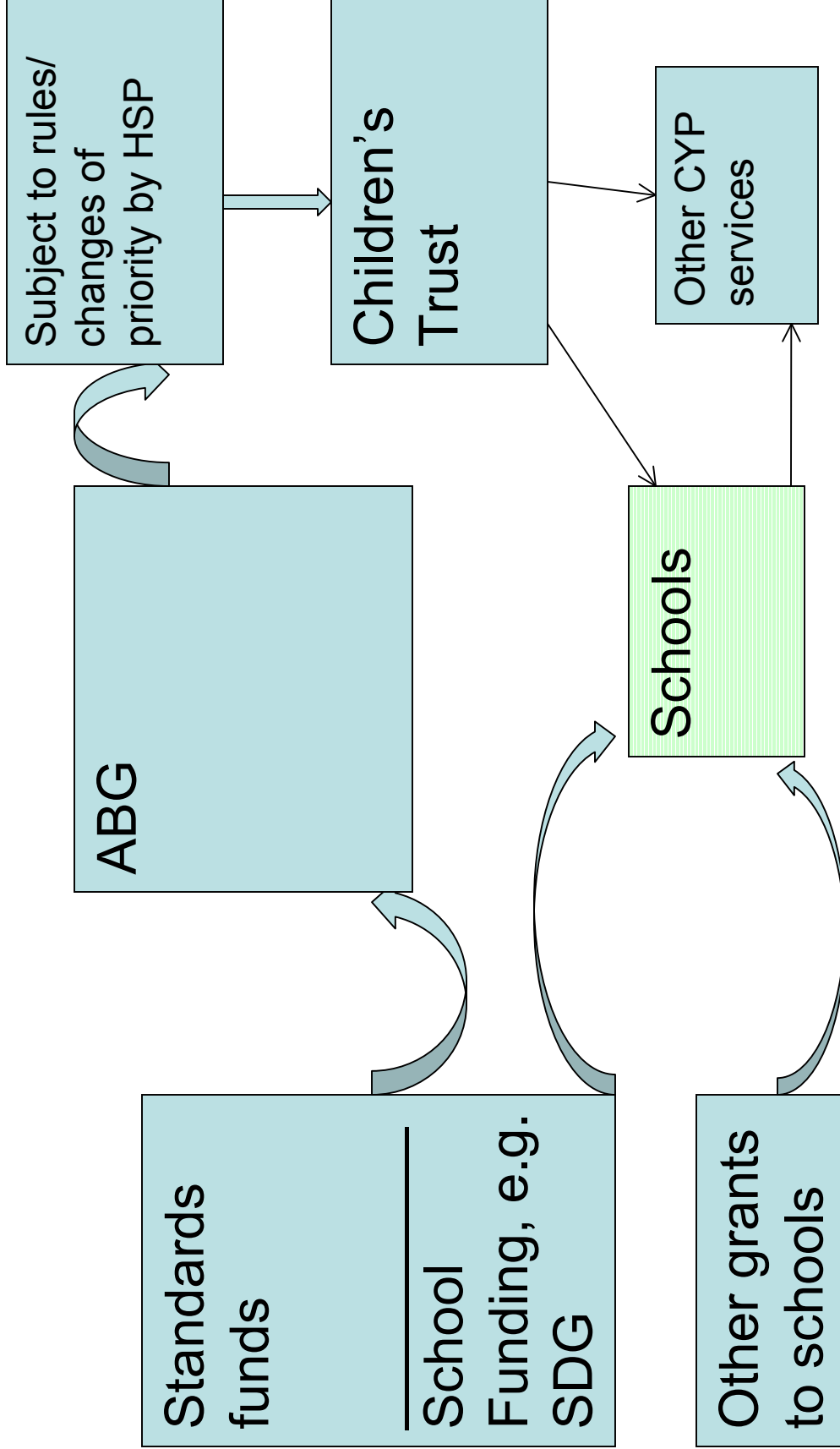
Other funding



Decisions for spend will be against key priorities in CYP plan

Remember some of these will be specific/ring fenced

More details of grants



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Mainstream schools (incl Academy)

DSG – Pupil Formula

	Primary	Secondary
Age Weighted Pupil Numbers	£27.6m 71%	£29.2m 75%
Additional Pupil Funding	£1.8m 5%	£1.2m 3%
LSC Sixth Form Funding	£0m 0%	£2.3m 6%
SEN & Banded Funding	£2.3m 6%	£2.0m 5%
AEN – Social Deprivation Site Specific Factors	£1.1m 3% £0.1m 0%	£1.1m 3% £0.0m 0%
School Specific - Fixed costs	£5.8m 15%	£3.2m 8%
Minimum Funding Guarantee	£0.1m 0%	£0 0%
Total Funding £77.8m less £2.8m Academy +£3.8m Specials - £2.3m LSC = £76.5m Mainstream schools DSG.	£38.8m 100%	£39.0m 100%

Comparing Herefordshire spend 2008-9 (incl grants)

Local Authority Herefordshire	Centrally held DSG 3 rd Lowest (£)	DSG to schools 3 rd Highest (£)
Cornwall	888	3,851
Shropshire	885	3,703
East Sussex	754	3,893
Gloucestershire	708	3,767
Dorset	642	3,861
Wiltshire	635	3,770
Somerset	625	3,740
Devon	557	3,814
Herefordshire	532	3,879
Norfolk	465	4,001
Suffolk	437	3,819

APPENDIX 1

Schools Forum 7th July 2009

Local Authority Expenditure (incl ABG)

Services for Schools	£m	%
SEN incl Ed Pychs & casework	0.9	3%
School Transport	5.0	17%
College Transport	0.4	1%
Education Welfare	0.3	1%
School Improvement	1.5	5%
Access - Asset management	1.1	4%
Total - services for schools	9.2	32%
Services for young people		
Youth Work	1.2	4%
ABG - Connexions	1.5	5%
Student Support	0.2	1%
Youth Justice	0.3	1%
Total - other young people	3.2	11%
Safeguarding & Vulnerable children		
Residential care	2.1	7%
Fostering Services	2.4	8%
Joint Agency Management	0.8	3%
Looked after Children	0.8	3%
Children & Yound people's safety	0.5	2%
Family Support Services	1.4	5%
Adoption services	0.3	1%
Other Family services	0.4	1%
Commissioning & social work	5.3	18%
CYP Plan	0.2	1%
Total - safeguarding	14.2	49%
Local Authority Education Functions		
Statutory/ Regulatory Duties	1.5	5%
redundancy costs	0.7	2%
pension liabilities	0.1	0%
Total LA education	2.3	8%
Total Local Authority spend	28.9	100%
Funded By : CYPD	23.6	82%
ABG	4.1	14%
Property & overheads	1.2	4%
Total	28.9	100%

Note: above includes recharges for property and other central services within S52 budget statement
- will not balance precisely to CYPD budget at £23.6m

Source - Section 52 Budget Statement 2009/10

APPENDIX 2

Schools Forum 7th July 2009
Dedicated Schools Grant 2009/10

Analysis of Expenditure

School Expenditure	£m	£m	%
ISB Primary		38.8	46.0%
ISB Secondary		36.2	42.9%
ISB Special		3.8	4.5%
		<u>78.8</u>	93.4%
Less LSC grant		-2.3	-2.7%
Schools Total Spend		<u>76.5</u>	90.6%

Central Expenditure

PVI nurseries		2.9	3.4%
Contingencies		0.1	0.1%
Provision for pupils with SEN		1.8	2.1%
Support for inclusion		0.2	0.2%
Pupils in independent special schools	2.0		
less social care LA share	-0.8		
less LSC grant	-0.4		
net cost to DSG of independent special schools		0.8	0.9%
Pupil Referral Units		0.9	1.1%
Education out of school		0.3	0.4%
central expenditure on Under 5s		0.5	0.6%
Admissions		0.2	0.2%
Miscellaneous (LEA Pool)		0.1	0.1%
Other - Behaviour support, 14-19		0.1	0.1%
Central Expenditure Total Spend		7.9	9.4%
DSG - provisional allocation		<u>84.4</u>	100.0%

Direct School Grants

School Standards Grant	4.2
School Standards Grant (Personalisation)	0.9
School Development Grant	7.1
School Total Grants	<u>12.2</u>

Area Based Grant	4.1
Other Standards Funds - not devolved as at 01.04.09	3.2
Local Authority Budget for CYPD	23.6

Sources: Section 52 2009/10 version1 - does not include capital and DSG carry forwards.
Grants taken from DCSF Standards Fund website 3rd July 09

APPENDIX 3

Schools Forum 7th July 2009

Grants

Direct to schools	£m	%
Schools Development Grant	4.19	22%
School Standards Grant	7.12	37%
School Standards Grant (P)	<u>0.88</u>	<u>5%</u>
Total - services for schools	12.19	63%

Other Standards Funds

School Lunch Grant	0.24	1%
Ethnic Minority Achievement	0.05	0%
Making Good progress	0.38	2%
Extended Schools - Sustainability	0.49	3%
Extended Schools - Subsidy	0.09	0%
Primary Strategy - Targetted	0.81	4%
Secondary Strategy - Targetted	0.36	2%
Early Years Extension of free entitlement	0.37	2%
Music	0.29	1%
Aim Higher 08/09 Final Term	0.05	0%
KS4 Engagement Programme	<u>0.07</u>	<u>0%</u>
Total - other standards funds	3.20	16%

Area Based Grant**Health**

CAMHS	0.20	1%
Healthy Schools	0.05	0%
Teenage Pregnancy	0.10	1%
Substance misuse	0.06	0%

Safeguarding

Child Death Overview	0.02	0%
Social Care Workforce	0.17	1%
Care Matters	0.11	1%

Schools

Primary school improvement team	0.11	1%
Secondary school improvement team	0.14	1%
School Improvement Partners	0.10	1%
School Intervention	0.07	0%
School attendance and behaviour	0.07	0%
Training for TA	0.06	0%
SEN	0.02	0%
Extended schools	0.69	4%
School choice advisor	0.02	0%

Positive activities for young people

Diversionsary activities	0.05	0%
Youthzone	0.00	0%
Family support services	0.34	2%

EET

14-19 agenda	0.04	0%
Youthzone development	0.00	0%
Connexions	1.47	8%

Transport and accessibility

School travel plans	0.03	0%
Extended rights to travel	0.08	0%

Children's Trust Funds	0.00	0%
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participation/communications	0.01	0%
commissioning / development	<u>0.07</u>	<u>0%</u>
TOTAL ABG	4.08	21%

Total Grants	<u>19.47</u>	<u>100%</u>
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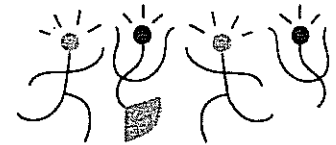
APPENDIX 4

Herefordshire Children's Trust

ABG 09/10 Allocations

Health	£
CAMHS	201,760
Healthy Schools	53,350
Teenage Pregnancy	96,030
Substance misuse	56,125
Safeguarding	
Child Death Overview	15,646
Social Care Workforce	169,993
Care Matters	111,550
Schools	
Primary school improvement team	111,550
Secondary school improvement team	136,770
School Improvement Partners	104,760
School Intervention	68,870
School attendance and behaviour	66,251
Training for TA	59,732
SEN	19,268
Extended schools	687,845
School choice advisor	19,536
Positive activities for young people	
Diversionsary activities	48,500
Youthzone	-
Family support services	337,006
EET	
14-19 agenda	43,000
Youthzone development	-
Connexions	1,470,000
Transport and accessibility	
School travel plans	31,040
Extended rights to travel	80,000
Children's Trust Funds	1,940
Resources to support participation/communications work	10,000
Support for commissioning / development work (part year) - agreed one year costs only	70,000
	4,070,522

Standards Fund grants 2008–2011



YOUNG GIFTED & TALENTED

The following is a list of government grants. For the first time, schools will have three-year budgets, enabling them to plan further ahead, to take better long-term decisions and to use their budgets more efficiently and strategically over a three-year period.

Highlights in blue indicate specific funding that can be used for gifted and talented support.

Details of how to apply for any of the grants can be found at www.teachernet.gov.uk/management/schoolfunding/schoolfunding2008to11/.

Schools and local authorities should see the Standards Fund as making a contribution to their development and improvement agenda, including personalised learning. Additional funding is being provided through the Dedicated Schools Grant to increase support for personalised education; *this is on top of the continuing funding within School Development Grant for gifted and talented children*. In considering the most effective way of using their Standards Fund grants to meet their targets, schools can draw on the range of support available through the National Primary and Secondary Strategies.

Grant 1.1 School Development Grant (SDG)

Schools and local authorities are free to spend this grant on any purpose to support improvements in teaching and learning in schools, leading to higher standards of attainment for every learner. Both should consider, when planning their expenditure, the purposes of the grants that were amalgamated into the grant in previous years. In considering the most effective way of using this grant to meet their targets, schools can draw on the support available through the primary and secondary strategies.

The funding for those programmes, merged into SDG in 2004-2005 and 2006-2007, continues within the main SDG baseline (for example Excellence in Cities, Enterprise Learning, Study Support, SEN and Gifted and Talented). *Local authorities should remind schools of this when allocating the grant, so that schools are aware that the funding for these activities continues to be available.*

Where a school's main SDG baseline includes funding for services to other schools, for example Advanced Skills Teachers (ASTs) or a Gifted and Talented summer school, the continuation of that funding within the baseline is conditional on that service continuing to be provided.

Grant 1.3 Ethnic Minority Achievement Grant

The Ethnic Minority Achievement Grant (EMAG) is a ring-fenced grant allocated on a needs based formula to all local authorities (LAs). The grant has two purposes:

- (i) it allows LA strategic managers and schools to bring about whole school change in narrowing achievement gaps for black and minority ethnic pupils which in turn ensures equality of outcomes; and
- (ii) it covers some of the costs of the additional support to meet the specific needs of bilingual learners and underachieving pupils.

Grant 1.6 Extended Schools Grant

Funding is provided to support schools, by providing access to a core set of extended services, in raising standards of pupil motivation, aspiration, achievement and behaviour and contributing to a wide range of other activities including childcare, community cohesion, neighbourhood renewal, adult learning, combating child poverty, health inequalities and crime reduction.

A varied menu of activities might include academically-focused activities (from extra tuition for those who have fallen behind

to provide challenging opportunities for the most able), homework clubs, arts and creative activities, sports activities, and other recreational activities including play.

Grant 1:7 Primary National Strategy School Targeted Support Grant

This grant includes a focus on pupils below or in danger of falling below their expected level of attainment.

Grant 1:8 Secondary National Strategy School Targeted Support Grant

This grant includes a focus on pupils below or in danger of falling below their expected level of attainment.

Grant 1:9 City Challenge Grant

The City Challenge is an extension of the London Challenge model and from 2008 will include the following two additional conurbations: the Black Country and Greater Manchester, to improve education standards.

Grant 1:11 Music Services Grant

A grant aimed at increasing participation and raising standards of pupil achievement in music by:

- funding opportunities for Key Stage 2 (KS2) pupils to learn a musical instrument and/or to receive specialist vocal tuition
- maintaining and extending the broadest possible access to music education provision.

Local authorities should continue to spend grant on activities which enhance opportunities for pupils to access high quality music education, giving priority to instrumental and vocal opportunities at KS2.

Grant 1:13 Funding for Success (PFS)

This grant is to establish and provide operational support to Playing for Success (PFS) Study Support Centres, in partnership with the relevant sports' clubs.

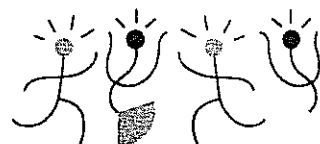
This PFS programme is designed to contribute to the achievement of government targets for raising literacy, numeracy and ICT skills at Key Stages 2 and 3 amongst those pupils who are underachieving. PFS Centres are aimed at boosting such pupils' motivation and self esteem to become better learners and to realise their full potential.

funding transferring to Area Based Grant

A new Area Based Grant (ABG) is being introduced from 2008-2009, as outlined in the 2006 Local Government White Paper. ABG replaces the current Local Area Agreement (LAA) Grant and, in the same way as the LAA Grant, is composed of a number of previously separate grants. However, unlike LAA Grant, the ABG is disconnected from the indicators, targets and outcomes in Local Area Agreements, and is paid on an un-ringfenced basis for all local authorities. As such local authorities are free to spend the ABG as they see fit to support the delivery of local and national priorities in their areas.

Some former Standards Fund grants will be part of the new Area Based Grant from 2008-2009. Although the funding has been allocated to local authorities in recognition of their responsibilities for the areas set out under each heading below, the Area Based Grant is not ring-fenced for any particular purpose and can be spent on any local authority service.

Other grants



YOUNG GIFTED & TALENTED

The following is a list of organisations other than the Government that provide grants suitable for gifted and talented teaching and learning. More information about the organisations is available from their respective website, which you can access by clicking on the web links below.

Aimhigher Grant

Aimhigher believes that it is part of our social responsibility to increase and widen participation in higher education, aiming to ensure that those with the ability and potential to succeed in higher education have the opportunity to do so regardless of background.

The Aimhigher programme is now the responsibility of the Department for Innovation, Universities and Skills (DIUS). Ministers have announced that the programme will continue to 2011. However, funding levels and the structures and delivery mechanisms have yet to be determined.

Further enquiries about Aimhigher should be directed to:

elaine.underwood@dius.gsi.gov.uk

Creative Partnerships/Arts Council

www.creative-partnerships.com

Creative Partnerships is the Government's flagship creativity programme for schools and young people, managed by Arts Council England and funded by the DCSF and the Department for Culture, Media and Sport (DCMS). It focuses on the most deprived areas in England. It aims to develop: the creativity of young people, raising their aspirations and achievements; the skills of teachers and their ability to work with creative practitioners; approaches to culture, creativity and partnership working; and the skills, capacity and sustainability of the creative industries.

A new initiative currently under way is Creative Partnership funding to support cultural development, to 'unlock children's talents'. Check the website above.

Specialist Schools and Academies Trust

www.specialistschools.org.uk

The Specialist Schools and Academies Trust is the lead body delivering the specialist schools programme on behalf of the Department for Children, Schools and Families. Their mission is to raise educational standards by building a world-class network of innovative, high performing secondary schools in partnership with business and the wider community.

Education Business Partnerships

www.nebpn.org

The National Education Business Partnership Network encourages schools and colleges to regard their local EBP as an invaluable resource in: raising educational standards; improving student motivation; enhancing the curriculum; preparing young people for life beyond school; providing high quality staff development in both curriculum areas and management expertise.

Education Improvement Partnerships

www.teachernet.gov.uk/management/atoz/e/eip/

www.standards.dcsf.gov.uk/sie/si/eips/

Focus is on raising attainment, personalisation of provision for pupils, delivering on ECM and including support for gifted and talented networks.

Continued overleaf...

Children's Fund (England)

www.everychildmatters.gov.uk/strategy/childrensfund

The Local Network Fund for Children and Young People is a DCSF programme which supports small voluntary and community groups to improve outcomes and opportunities for vulnerable children and young people aged 0–19.

Independent/State School Partnerships (Building Bridges)

www.teachernet.gov.uk/wholeschool/buildingbridges

Funding encourages collaborative working between independent and maintained schools, to widen educational opportunities and share best practice and expertise.

Talented Athlete Scholarship Scheme (TASS)

www.tass.gov.uk

TASS is a Government funded programme, managed on its behalf by UK Sport, which represents a unique partnership between sport and higher and further education. The programme develops talent today for sporting success tomorrow, helping our most talented young sportspeople reach world-class levels.

Physical Education, School Sport and Club Links (PESSCL)

www.youthsporttrust.org/page/pesscl

To improve the identification of, support and provision for gifted and talented pupils in Physical Education and School Sport.

Social and Emotional Aspects of Learning (SEAL)

www.standards.dcsf.gov.uk/primary/publications/banda/seal/

In July 2007 the DCSF announced its commitment to the SEAL programme. The intention is for SEAL to be adopted by all primary schools by 2009 and by all secondary schools by 2011. The Department states that it 'promotes the hard-edged social and emotional skills all children and young people need to thrive. These skills underpin positive behaviour, regular school attendance, effective learning and emotional health and wellbeing. They also contribute to social mobility and employability skills by ensuring all children, regardless of background, have confidence in their abilities and understand how to interact with others in a positive way.'

The London Organising Committee for the Olympic Games (LOCOG)

www.london-2012.co.uk/LOCOG/

LOCOG is developing an exciting learning programme which is destined to involve as many schools as possible, including gifted and talented learners across the curriculum.

There may be other funding streams that you have discovered. Do let us know, so that we can add them to this document, in order to share knowledge and experience. Thank you!

MEETING:	SCHOOLS FORUM
DATE:	29TH SEPTEMBER 2009
TITLE OF REPORT:	REPORT OF THE BUDGET WORKING GROUP 25TH JUNE 2009
FINANCIAL SERVICES	MALCOLM GREEN

CLASSIFICATION: Open

Wards Affected

County-wide

Purpose

To consider the recommendations of the Budget Working Group meeting of 25th June 2009.

Key Decision

This is not a Key Decision.

Recommendation

THAT Schools Forum:

Approves the deletion of the following four factors from the funding formula for primary and high schools for 2010/11

- 1. Extended Schools**
- 2. Site Specific – Pre-fabrication buildings**
- 3. Site Specific – Exposed Location**
- 4. School Specific – Kitchens on Site**

Key Points Summary

- Extended Schools factor (£152k) – is less relevant as activities are now funded significantly from other sources (e.g. Standards Fund and Area Based Grant)
- The other three factors (£8k) – allocate a small amount of money

Further information on the subject of this report is available from
Malcolm Green (01432) 260818

Alternative Options

- 1 The alternative options are that the funding factors are not deleted from the funding formula or deferred until April 2011 when other formula changes arising from this review may be implemented.

The Budget Working Group considered that these factors in the formula allocate a small amount of money or are now less relevant and could be removed with little impact on the schools affected. Any significant changes to funding would be mitigated by the Minimum Funding Guarantee.

Reasons for Recommendations

- 2 Recommendations from the Budget Working Group of 25th June 2009.

Introduction and Background

- 3 The Budget Working group was tasked by Forum to review the current funding formula with a view to presenting recommendations to Schools Forum for implementation by April 2011. Schools Forum Minute 83 also invited proposals for formula amendments in exceptional circumstances for immediate implementation if considered desirable by the Budget Working Group.

Key Considerations

REVIEW OF HEREFORDSHIRE SCHOOLS FUNDING FORMULA

1. Review of Current Formula

The Group discussed the merits of the current formula and it was generally agreed that the approach was sensible. A curriculum/activity based approach was rejected as changing curriculum requirements may cause swings in funding and it was likely to be too costly.

The Group reviewed a summary of the existing formula factors to identify which elements should be subject to further investigation and which could be adjusted for April 2010.

2. Factors Discussed in Detail

AWPU (Age Weighted Pupil Unit)

There is a historical Department for Children, Schools and Families requirement that the AWPU accounts for in excess of 70% of total funding although it was noted that this has to some extent been superseded by Central Expenditure Limit controls.

As part of the review Malcolm Green will investigate AWPU's for comparable local authorities and advise the Group how we compare. The Group will also consider whether the differences in primary and high school funding are appropriate, particularly the differences between years 6 and 7.

Class Size Grant

Despite being a small amount of money (£204k) it was agreed that the current allocation method provides an effective focus in allocating funds where needed. It was noted that the allocation assumes no mixing of KS1 and KS2 pupils, and that the Group did not know to what

extent classes were mixed in small schools.

Social Deprivation - Personalised Learning Free School Meals (FSM)%

The current formula accounts for 50% of the total funding for Social Deprivation and the use of FSM% means that a small change in numbers causes a disproportionate change in funding. Further clarification of the formula is required to determine why there is a difference between primary (£24.52) and high (£89.87) funding factors.

Social Deprivation factors will be subject to a more detailed review, to include the consideration of cash limiting funding and reducing the emphasis of using FSM factors.

Small Schools Curriculum Protection

It was acknowledged that whilst this factor did need reviewing it was likely to some extent to be affected by the Schools' Task Group review. 79% of primary schools and 54% of high schools receive funding through this factor and the Group will consider whether the current parameters (200 pupils for primary and 655 for high) are appropriate for Herefordshire schools.

SEN Hours Above 10/Midday Supervision

Affects only a few schools and the factors allocate £17k in total. The Group will consider whether allocation can cease for April 2010 or whether it is more appropriate for funding to drop off as pupils leave. Most pupils are expected to leave in July 2009.

School Specific – Management/Premises Flat Rates

The flat rates represent fixed costs and the Group will consider whether it is feasible to increase the flat rates which should reduce the need for small schools protection funding.

Teachers' Pay Grant

It was agreed that schools had little choice in paying the upper pay scale and it is therefore appropriate that funding continues.

PFI Factor – Whitecross High School

The Group questioned why £172k relating to the PFI factor was paid from the Dedicated Schools' Grant when it was the Council's responsibility to pay it.

Budget Adjustment – Learning Skills Council

The Group asked that an alternative method of presentation of the LSC budget adjustment be considered to avoid it showing as a negative allocation.

3. Factors Recommended for Removal From April 2010

Some factors in the formula allocate a small amount of money or are now less relevant and it was agreed that to simplify the formula factors they could be removed with little impact on the schools affected. Any significant changes to funding would be mitigated by the Minimum Funding Guarantee.

Extended Schools (£152k)

Funding was originally provided from the Dedicated Schools Grant to fund a co-ordinator for each partnership but it was considered that Extended Schools activities are now funded significantly from other sources (e.g. Standards Fund and Area Based Grant). Employment of a co-ordinator is not mandatory.

Site Specific – Pre-fabricated buildings

Less than £3k is allocated with the majority of qualifying schools receiving under £200

Site Specific – Exposed Location

Allocated less than £1k in 2009/10 across three schools

School Specific – Kitchens on Site

Schools are allocated £182 if they have a kitchen on site and the total allocation in 2009/10 was only £4k.

Community Impact

4 None assessed.

Financial Implications

5 The proposed deletion of the four factors will permit approximately £160,000 to be reallocated as part of the 2010/11 Schools Budget.

Legal Implications

6 These proposals comply with the council's legal duties.

Risk Management

7 There is a small risk that some schools may be disadvantaged by the withdrawal of these formula factors however any significant changes to funding would be mitigated by the Minimum Funding Guarantee as required by DCSF. Schools Forum will consider the full 2010/11 Schools Budget including the possible re-allocation of this £160,000

Consultees

8 There is a statutory requirement that Schools Forum is consulted on local authority proposals for formula changes. No further consultation other than Schools Forum is required.

Appendices

9 None

Background Papers

Agenda and reports of the Schools Forum Budget Working Group 25th June 2009.

MEETING:	SCHOOLS FORUM
DATE:	29TH SEPTEMBER 2009
TITLE OF REPORT:	SCHOOL BALANCES MARCH 2009
FINANCIAL SERVICES	MALCOLM GREEN

CLASSIFICATION: Open

Wards Affected

County-wide – All Schools

Purpose

To report on School balances at the end of the financial year 2008/2009.

Key Decision

This is not a Key Decision.

Recommendation(s)

THAT School Forum is asked to:

- a note the decrease in school revenue balances of 0.4%;**
- b and in particular note the reduction in primary balances by £246,000 from 2007/08**
- c the Budget Working group be asked to consider a further report on schools capital balances and spending plans**

Key Points Summary

- Herefordshire schools revenue balances have reduced from 12% of budget in 2004/05 to 6.5% in 2009/10.
- Capital balances have risen in primary schools by over £0.75m an increase of almost 50% since March 2008.

Alternative Options

- 1 There are no alternative options for consideration.

Further information on the subject of this report is available from
Malcolm Green, Schools Finance Manager on (01432) 260818

Reasons for Recommendations

- 2 School Revenue Balances have been reducing since 2004/05 and plans are in hand to for 2009/10 and 2010/11. School Capital Balances have been rising and have not been subject to the same scrutiny either nationally or locally.

Introduction and Background

- 3 The Department for Children, Schools and Families continues to be concerned at the high level of school balances held nationally. School balances nationally were £1.86 billion at the end of March 2008 compared to £680 million in 1999/2000. Nationally school balances rose by £241 million in 2007/08 equivalent to an increase of 14%. Locally both the Council and Schools Forum have been concerned about the increasing levels of balances within Herefordshire schools in recent years. The introduction of the balance clawback scheme in 2006/07 has had a significant impact in reducing the level of schools revenue balances. Further changes to tighten the clawback scheme are to be introduced for 2009/10 and additional amendments for 2010/11 are to be considered by Forum's budget working group.

Key Considerations

- 4 Herefordshire has been successful in reducing the level of balances from a high point of 12% in 2004/05. However Herefordshire is still above the average of our statistical neighbours and the all-England average. Information from the Audit Commission's school balances tool is set out in the table below. It is intended that the changes to the clawback scheme will further reduce Herefordshire balances so that we become closer to the All England Average. Given the number of smaller schools and the inclusion of the £30,000 balance allowance for smaller schools, rather than 5%, then Herefordshire will probably always be slightly higher in percentage terms than our statistical neighbours.

Year	Percentage of Individual Schools Budget (%)	Statistical Neighbours average (%)	All England Average (%)
2002/03	7.0	6.8	6.1
2003/04	9.6	6.8	6.4
2004/05	12.0	6.3	6.9
2005/06	11.4	6.1	6.6
2006/07	6.1	4.0	4.4
2007/08	6.5	4.6	5.3
2008/09	6.5	n/a	n/a

- 5 School balances at the end of the financial year 2008/2009 have now been calculated and are

compared to the balances at the end of 2007/2008 in the following table.

Revenue	Balances as at March 09 £	Balances as at March 08 £	Difference £	Difference %
Primary	2,936,242	3,182,380	-246,138	-0.8
High	1,991,718	2,031,016	-39,298	-0.2
Specials	64,492	20,683	+43,809	+211.8
Pupil Referral Units	93,940	46,413	+47,527	+102.4
Total Revenue	5,086,392	5,280,492	-194,100	-0.4

Extended Schools	Balances as at March 09 £	Balances as at March 08 £	Difference £	Difference %
Primary	104,259	79,227	+25,032	+31.6
High	294,289	302,016	-7,727	-2.6
Special	(8,646)	(4,498)	-4,148	-92.2
Total Ext Schools	389,902	376,745	+13,157	+3.5
Total Revenue + Ext Schools	5,476,294	5,657,237	-180,943	-0.3

Capital	Balances as at March 09 £	Balances as at March 08 £	Difference £	Difference %
Primary	2,460,413	1,677,994	+782,419	+46.6
High	458,498	1,037,018	-578,520	-55.8
Specials	341,356	195,587	+145,769	+74.5
Pupil Referral Units	95,862	95,164	+698	0
Total Capital	3,356,129	3,005,763	+350,366	+11.7

GRAND TOTAL	8,832,423	8,663,000	+169,423	+1.95
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6 Overall revenue balances have decreased by £194,100 this year equivalent to -0.4% since

March 2008. Schools' revenue balances are now 6.5% of the Individual School Budget, overall slightly higher than the 5% level recommended by DCSF and Ofsted. Primary balances are 7.9% of primary budgets and high school balances are 5.5%. There has been no claw-back of revenue balances from any school in 2008/09 however the clawback scheme has been tightened for 2009/10 and will potentially tighten further in 2010/11.

- 7 Capital balances have increased to £3.36m, an increase of £350,000 equivalent to 11.7%. Capital balances have risen in primary schools by over £0.75m an increase of almost 50% whilst high school capital balances have reduced by almost £600k, a reduction of 55%. This supports the analysis that primary schools are "capital rich and revenue poor" as a result of recent changes to government grants from revenue to capital i.e. the transfer of ICT from standards fund revenue grants to capital grants such as Harnessing Technology and Devolved Formula Capital.
- 8 Schools are now required to complete capital budget plans and return to the Council alongside their revenue budget plans. These capital plans will be analysed to ensure that schools have appropriate plans in place for their capital balances.

Community Impact

- 9 None.

Financial Implications

- 10 No financial implications.

Legal Implications

- 11 It is confirmed that these proposals are consistent with the Council's legal duties

Risk Management

- 12 There is a significant risk that if school balances do not reduce nationally then the Department for Children, Schools and Families will introduce a statutory national balance clawback scheme in order to ensure school balances are reduced. Herefordshire Council has been successful in reducing school balances in county schools since 2005/05 and has further proposals in hand for 2009/10 and 2010/11.

Consultees

- 13 None.

Appendices

- 14 None.

Background Papers

Audit Commission School Balances Tool June 2005 & March 2008.

Schools Forum 2nd June 2008 –Report on School Balances March 2008

MEETING:	SCHOOLS FORUM
DATE:	29TH SEPTEMBER 2009
TITLE OF REPORT:	DEDICATED SCHOOLS GRANT
FINANCIAL SERVICES	MALCOLM GREEN

CLASSIFICATION: Open

Wards Affected

County-wide

Purpose

To inform Schools Forum of the final Dedicated Schools Grant (DSG) for 2009/10, the Outturn for 2008/09 and the rates rebates for the period 2000-2009.

Key Decision

This is not a Key Decision.

Recommendation(s)

THAT Schools Forum:

- (a) to note the final DSG settlement and the increase of 2.6% in the Individual Schools Budget;
- (b) to comment on any of the budget lines in the Section 52 Budget Statement as appropriate.
- (c) that the proposals for the use of the 2008/09 underspend (including the rates rebates) as set out in paragraph 16B and 19C be recommended to the Cabinet Member for ICT, Education and Achievement for approval in principle and;
- (d) that final approval on a project by project basis be granted by Schools Forum on receipt of a detailed business case for each project.

Key Points Summary

- Two elements of funding, both one-off, arising from an underspend of DSG in 2008/09 and rates rebates relating to the period 2000-2009 are available for consideration by the Schools Forum:
- The DSG underspend available for consideration is: £1,280,408. This comprises of

Further information on the subject of this report is available from
Malcolm Green, Schools Finance Manager (01432) 260818

- Underspend of £904,690 on central expenditure: mainly from Banded funding, early years and Joint Agency Management of out county placements (detail in paragraph 11).
- Underspend of £252,513 on the Individual Schools Budget (excluding the rates rebates of £185,668 for of 2008/09, which is shown separately below for separate consideration in accordance with the legal opinion received)
- Recovery of the £123,205 music service overspend
- The rates rebates totalling £1,054,205 including £868,537 for the period 2000-2008 and £185,668 for the period 2008-2009.
- It is proposed that the rates rebate 2000-2008 be delegated out to schools as recommended through legal advice and this be distributed according to a formula to be developed by the Schools Forum Budget Working Party. This formula to ensure fair distribution over a set period of time to ensure that the additional funding is not immediately clawed back from schools through the balance claw-back scheme.
- It is proposed that the rates rebate 2008-2009 be distributed to schools for this financial year.
- It is proposed that the DSG underspend be considered to provide for a range of initiatives to bring about improvements for schools and the children and young people of the county.
- Such initiatives will be considered through detailed business cases prior to final approval by Schools Forum at the next meeting.

Alternative Options

- 1 No alternative options or projects have been identified at this stage. Schools Forum can propose initiatives to be developed and considered alongside those identified in this report.

Reasons for Recommendations

- 2 The recommendations seek to ensure considered decisions for the use of the Dedicated Schools Grant underspend from 2008/2009 and the school rates rebates as detailed.

Introduction and Background

- 3 The report provides a full breakdown of the DSG carry-forward balances and the rates rebates. It also updates Schools Forum on the final amount of DSG for 2009/10 and provides some background information on the increase in school budgets compared with inflation. The increasing trends in the cost of the Minimum Funding Guarantee are identified.
- 4 The report is in three parts as follows;
 - A The Budget 2009/10
 - B The DSG Outturn for 2008/09
 - C The rates rebates for the period 2000-2009

Key Considerations

A. The Budget 2009/10

- 5 Three year budgets have been completed and issued to schools. The Section 52 Education Budget Statement has been completed for financial year 2009/2010 and submitted to the Department for Children, Schools and Families (DCSF). Full details of all the Section 52 tables will be published on the Council's website. Table 1 setting out an overview of school and central expenditure is attached as Appendix 1 for School Forum's information.
- 6 Dedicated Schools Grant has been confirmed at £84,519,000 which is based on 22,752 pupils (including early years) funded at £3,830 per pupil. £2,630,000 has been recouped by DCSF for onward payment to the Hereford Academy. The final DSG received was £33,000 greater than the budget planning total used to prepare and issue school budgets in March.
- 7 Overall DSG is a tighter settlement than in previous years. The increase per pupil is 3.9% however the cash increase is 2.4% compared with the Consumer Prices Index published in April 2009 at 2.9%.
- 8 After adjusting for the delegation of banded funding (equivalent to 1% in school budgets)
 - a. 68 schools have received an adjusted budget increase greater than 2.9% per pupil
 - b. 27 schools have received an increase of less than 2.9% per pupil
 - c. 20% (19 out of the 95) of primary and secondary schools are on the Minimum Funding Guarantee (MFG) compared with 15.8% last year and 21% the previous year.
- 9 The overall percentage increase in the Individual Schools Budget (after adjusting for the part year effect of the Academy) is 3.8%, only marginally less than the 3.9% DSG per pupil settlement - reflecting the work of the budget working group last year in making savings through the school rates rebates and broadband costs. However this percentage increase includes a transfer of £881,000 for the delegation of Banded Funding to school budgets from central budgets. This is not new money and adjusting for this funding transfer reduces the real increase to 2.6% - i.e. less than inflation (as measured by the Consumer Price Index in April). These headline percentages show that in broad terms most school budgets are at least keeping pace with inflation in 2009/10. The indicative DSG for 2010/11 is more generous and is based on a 4.5% pupil increase equivalent to a cash increase of 3.7%.
- 10 It is also interesting to note that the cost of the Minimum Funding Guarantee has increased in the last two years equivalent to a cost of £10 per pupil and is projected to rise further in future years. The cost and breakdown by school sector is shown in the table below.

Financial Year	Primary (£'000)	High (£'000)	Special (£'000)	Total (£'000)	Number of pupils (excl nursery & VI forms)	Cost per pupil (£)
2006/07	114	0	0	114	22,681	5.01
2007/08	122	4	0	125	22,268	5.62
2008/09	44	62	122	226	21,928	10.31
2009/10	104	0	113	216	21,605	10.01
<i>Indicative 2011/12</i>	222	111	93	426	21,240	20.06

B. DSG Outturn 2008/09

- 11 As required by grant regulations a total DSG underspend of £1,342,871 has been carried forward from 2008/09 comprising £904,690 on central expenditure and £438,181 on the Individual School Budget, made up as follows

The main underspends on central services to pupils were as follows:

- a. Banded Funding £332k due to reduced applications from schools prior to delegation from April 2009
- b. Early years £300k due to the use of £217k of general surestart grant to support the budget that was not planned for when the budget was originally set
- c. Savings on the Joint Agency Management budget and other budgets for pupils with complex needs of £268k due to placement of fewer pupils in high cost out-county provision

The main underspends on the Individual Schools Budgets were:

- d. Rates rebates for 2008/09 received for voluntary aided schools of £186k
- e. Additional income in DSG due to extra pupils of £279k

- 12 The Music Service overspent by £123,205 which has been carried forward to 2009/10 and a budget recovery plan is in preparation.
- 13 Hence the total underspend available for distribution comprises the DSG carry forward of £1,342,871 less the rates rebates for 2008/09 of £185,668 (which are dealt with separately in part C below), and adding the recovery of the music service deficit of £123,205 gives a total of £1,208,408.
- 14 It is proposed that the underspend (£1,280,408) should be used for investment purposes in the proposed projects as outlined below. These projects will be designed to ensure on-going improvements, developments and efficiencies.
- 15 It is suggested that approximately half of the available funding should be set aside for ICT developments to deliver on-going benefits and the balance set against a range of smaller scale projects.

- 16 A preliminary list of individual projects and indicative one-off budgets has been identified and is set out in the table below. Additional projects can be added to the list as necessary. Each project would be subject to individual approval by Schools Forum through a detailed business case setting out the costs and benefits. The identified projects are as follows;

<u>C</u>	<u>Dedicated Schools Grant underspend</u>	<u>Indicative Spend</u>
1.	<p>Schools Resources Development</p> <p>£268,000 of the underspend has arisen from the Joint Agency Management budget which supports our most vulnerable and disabled children and young people and the costs of out-county placement where necessary. These recommendations aim to develop early intervention projects to support such children within their current placements. These have been identified from an analysis of needs presented and requests that have been received from schools for additional support throughout the year. This also takes into account the £2m capital project underway in High Schools to establish Additional Resource Centres.</p> <ul style="list-style-type: none"> ▪ Nurture Groups: EYFS: ABG has supported the implementation of one Nurture Group pilot at a cost of £20,000. It is proposed that a further 5 be established across the county and that these settings be identified through formula and identified need. Total cost: £100,000. ▪ Additionally Resourced Provision: KS2: in line with the High School Alternative Provision Pilot – this will offer opportunities to explore approaches and resources at an earlier stage and to link to the APP in order to ensure effective transition. It is proposed that 4 projects be established across the county and that these settings be different from those receiving Nurture Group development and identified through formula and identified need. Total cost: 4x£25k = £100,000. ▪ In-Year Fair Access Protocol / Placements following PLASC: The pressure on schools finances when accepting pupils in-year as either part of a managed move or as a result of late placement can be significant where such children have additional needs. This proposal should allow for an amount of funding to be provided to the receiving school in order to ease such pressure. The allocation would be managed through the placement panel. Total cost: £20,000. 	£220,000
2.	<p>Building Schools for the Future</p> <p>Herefordshire should establish a team to prepare for Building Schools for the Future (BSF) programme. BSF is not simply a programme to rebuild and refurbish high school provision, but expects to deliver community transformation across the whole age range. Initial work is expected to develop a strategy for BSF and engage schools and communities. This should follow on from the work of the Herefordshire Schools Task Group. The DCSF expects to approach Herefordshire in 2011/2012 and expects</p>	£200,000 - £500,000

that much of the preparatory work will have been done by then. The DCSF estimate is that for a £85 million project, the local area will have to spend c.£2.6m. However, other local authorities have found that costs on such a programme have actual been more in the region of £3.5m. Funding such amounts has proved a challenge for many areas, and a combination of DSG, Council funding and prudential borrowing has been used. The Directorate proposes to begin Herefordshire's approach through the appointment of a Programme Manager, with administrative support and then expand this as required. The DSG underspend provides an opportunity to "bank" some necessary funding for this development, which would provide a level of funding for Herefordshire that would not otherwise be available.

3. High school kitchen refurbishment programme

Continued refurbishment of high school kitchens for Weobley, Wigmore and Lady Hawkins. DCSF have provided a grant of £75,000 which requires match funding. £75,000

4. Schools ICT investment £250,000 -
£550,000

To build on existing applications and extend them to improve the efficiency of schools:-

- Improve the flow of information between schools and the local authority
- improve the quality and security of data
- improve quality and timeliness of access to attendance data
- reduce data entry and re-entry
- ensure that the right people have the access to the right data at the right time.
- Schools intranet developments e.g. governors
- Other smaller projects to be identified

These solutions will allow us to ensure that pupil and staff data is held more securely and transferred quickly and easily ensuring that decision making at both the local authority and school is fully informed by being based on accurate and up-to-date data. It is intended that the project will bring efficiency improvements in both small and large schools.

5. Governor Service Development: £70,000

This has previously been considered by SF and is currently being developed as an SLA strategy for 10/11. However, there are a significant number of pressing issues which Governors require help, support and training for and requests to the service and to DLT have risen significantly. This proposal outlines a business case to meet these demands for this year whilst options for sustainable service developments are designed and approved. Business case attached.

6. Schools Task Group – future implementation costs £75,000

To meet the expected continuing costs of the independent chair, consultation costs and a contingency for the next phase of the schools review.

D. The rates rebates for 2000-2009

17. In total rates rebates of £1,054,205 have been received for charitable rates relief for voluntary aided schools going back to 2000. The current year rebates (£186k) relating to 2008/09 were carried forward as part of the DSG underspend and the remaining £868,537 for the period 2000-2008 has been carried forward as a reserve.
18. On the recommendation of the Department for Children, Schools and Families legal advice has been sought on the possible uses of the rates rebates. The advice is that the rates rebates relating to the period 2000-2009 should be added to the overall schools budget within the education budget in order that it can be available for the benefit of all the Council's schools. Specifically, it is advised that "there is a one-off increase in the per pupil allocation in the year that the allocation is made".
19. In view of the legal advice it is therefore proposed to distribute all the £1,054,205 rates rebates money to schools on a formula basis to schools as set out in the table below. .

<u>School Rates rebates for the period April 2000-March 2009</u>		<u>Revenue Spend</u>
1.	Distribute to all schools at £8.55 per pupil (excl nursery and VI forms)	£185,668
2.	Distribute to all schools in future years by a formula to be developed by the Budget Working Group	£868,537

Community Impact

- 20 No direct impact

Financial Implications

- 21 As set out in the report. The allocation of DSG carry forward to one-off projects will have no impact on future year's allocation of DSG.

Legal Implications

- 22 These proposals comply with the Council's legal duties. Legal opinion has been sought to ensure that the use of the rates rebates complies with school funding regulations.

Risk Management

- 23 Business case for each capital project will be subject to a further consideration by Schools Forum before a final decision is taken. If the business case does not justify the capital investment then alternative projects will be brought forward for consideration.
- 24 Legal opinion has been sought regarding the allocation of the schools rates rebates.

Appendices

Section 52 Budget Statement 2009/10

Background Papers

Legal Opinion from Lachlan Wilson QC, 3PB, Temple, London

NO ERRORS/WARNINGS

APPENDIX 1

TABLE 1: FUNDING PERIOD 2 (2009-10)

Children, Schools and Families Financial Data Collection

Table 1 - Local Authority Information

Year	2009-10	Local Authority Name	Herefordshire	Local	884	Email Address	ldevlin@herefordshire.gov.uk
Contact	Louise Devlin	Tel No.	01432 261859	Version No.	2	Completion Date	16/04/2009

	Nursery (a)	Primary (b)	Secondary (c)	Special (d)	Gross (e)	Income (f)	Net (g)
1 SCHOOLS BUDGET							
1.0.1 Individual Schools Budget	0	38,811,812	36,152,056	3,786,278	78,750,145		78,750,145
1.0.2 School Standards Grant - Maintained Schools	0	2,500,488	1,479,762	165,425	4,145,675	4,145,675	0
1.0.3 School Standards Grant - Pupil Referral Units	0	0	0	47,392	47,392	47,392	0
1.0.4 School Standards Grant (Personalisation) - Maintained Schools		293,863	564,490	20,848	879,201	879,201	0
1.0.5 School Standards Grant (Personalisation) - Pupil Referral Units		0	0	5,316	5,316	5,316	0
1.0.6 School Development Grant	0	3,361,964	1,521,191	376,072	5,259,227	5,259,227	0
1.0.7 Other Standards Fund Allocation - Devolved	0	197,827	2,194,302	15,059	2,407,188	2,407,188	0
1.0.8 Threshold and Performance Pay (Devolved)	0	0	0	0	0	0	0
1.0.9 Expenditure for Education of Children under 5s in Private/voluntary/independent settings	2,886,516				2,886,516	0	2,886,516
1.1.1 Support for schools in financial difficulty	0	0	0	0	0	0	0
1.1.2 School-specific contingencies	0	317,771	313,127	80,547	711,446	0	711,446
1.2.1 Provision for pupils with SEN (including assigned resources)	0	226,808	207,127	0	433,935	0	433,935
1.2.2 Provision for pupils with SEN, provision not included in line 1.2.1	0	658,511	644,792	68,595	1,371,897	0	1,371,897
1.2.3 Support for inclusion	0	116,935	108,922	11,408	237,265	0	237,265
1.2.4 Fees for pupils at independent special schools & abroad	0	1,151,619	1,072,699	112,346	2,336,663	292,571	2,044,092
1.2.5 SEN transport	0	0	0	0	0	0	0
1.2.6 Fees to independent schools for pupils without SEN	0	0	0	0	0	0	0
1.2.7 Inter-authority recoupment	0	(2,551)	(2,376)	(249)	(5,176)	0	(5,176)
1.2.8 Contribution to combined budgets	0	0	0	0	0	0	0
1.3.1 Pupil Referral Units	0	433,313	403,618	42,272	879,202	0	879,202
1.3.2 Behaviour Support Services	0	25,951	25,410	2,703	54,064	0	54,064
1.3.3 Education out of school	0	135,115	132,300	14,075	281,490	0	281,490
1.3.4 14 - 16 More practical learning options			45,405	2,898	48,303	0	48,303
1.3.5 Central expenditure on education of children under 5s	476,244				476,244	0	476,244
1.4.1 School Meals - nursery, primary and special schools	0	0		0	0	0	0
1.4.2 Free school meals - eligibility	0	7,974	7,428	778	16,180	0	16,180

1.4.3 Milk	0	4,194		268	4,462	0	4,462
1.4.4 School kitchens - repair and maintenance	0	0		0	0	0	0
1.5.1 Insurance	0	0	0	0	0	0	0
1.5.2 Museum and Library Services	0	1,695	1,579	165	3,440	0	3,440
1.5.3 School admissions	0	89,628	83,486	8,744	181,857	0	181,857
1.5.4 Licences/subscriptions	0	0	0	0	0	0	0
1.5.5 Miscellaneous (not more than 0.1% total of net SB)	0	812,616	690,603	120,080	1,623,299	0	1,623,299
1.5.6 Servicing of schools forums	0	2,568	2,392	250	5,210	0	5,210
1.5.7 Staff costs - supply cover (not sickness)	0	17,192	16,014	1,677	34,883	0	34,883
1.5.8 Supply cover - long term sickness	0	0	0	0	0	0	0
1.5.9 Termination of employment costs	0	0	0	0	0	0	0
1.6.1 School Development Grant - Non-Devolved	0	76,960	24,440	2,600	104,000	104,000	0
1.6.2 Other Standards Fund Allocation - Non-Devolved	350,559	222,394	765,373	58,914	1,397,240	1,397,240	0
1.6.3 Other Specific Grants	0	0	0	0	0	0	0
1.6.4 Performance Reward Grant	0	0	0	0	0	0	0
1.7.1 Capital Expenditure from Revenue (CERA) (Schools)	0	0	0	0	0	0	0
1.7.2 Prudential borrowing costs	0	0	0	0	0	0	0
1.8.1 TOTAL SCHOOLS BUDGET	3,713,319	49,464,647	46,454,138	4,944,460	104,576,564	14,537,810	90,038,754

2 OTHER EDUCATION AND COMMUNITY BUDGET

SPECIAL EDUCATION							
2.0.1 Educational Psychology Service					442,610	0	442,610
2.0.2 SEN administration, assessment and co-ordination					365,379	0	365,379
2.0.3 Therapies and other health related services					0	0	0
2.0.4 Parent partnership, guidance and information					42,542	0	42,542
2.0.5 Monitoring of SEN provision					31,479	0	31,479
2.0.6 Total Special Education					882,010	0	882,010
Learner Support							
2.1.1 Excluded pupils					28,049	0	28,049
2.1.2 Pupil support		2,386	2,336	249	4,970	0	4,970
2.1.3 Home to school transport: SEN transport expenditure					1,534,975	0	1,534,975
2.1.4 Home to school transport: other home to school transport expenditure		0	0	1,534,975	3,429,579	0	3,429,579
2.1.5 Home to college transport: SEN transport expenditure		1,097,280	2,321,233	11,066	0	0	0
2.1.6 Home to college transport: other home to college transport expenditure					730,726	365,000	365,726
2.1.7 Education Welfare Service					278,051	0	278,051
2.1.8 School improvement					1,459,016	0	1,459,016
2.1.9 Total Learner Support					7,465,366	365,000	7,100,366

ACCESS

2.2.1 Asset management - education	1,125,892	0	1,125,892
2.2.2 Supply of school places	44,620	0	44,620
2.2.3 Music services (not Standards Fund supported)	0	0	0
2.2.4 Visual and performing arts (other than music)	25,380	0	25,380

2.3.1 Outdoor Education including Environmental and Field Studies (not sports)

	27,614	0	27,614
2.3.2 Total Access	1,223,505	0	1,223,505

3 YOUTH AND COMMUNITY

Services to young people

3.0.1 Positive activities for young people	50,031	0	50,031
3.0.2 Positive Activities controlled or shaped by young people	37,545	0	37,545
3.0.3 Positive Activities for young people on Friday and Saturday nights	0	0	0
3.0.4 Youth Work	1,138,372	0	1,138,372

3.1.1 Adult and Community learning

	0	0	0
3.1.2 Connexions	1,470,000	0	1,470,000
3.1.3 Discretionary Awards	0	0	0
3.1.4 Student Support under new Arrangements and Mandatory Awards	152,720	0	152,720
3.1.5 Capital Expenditure from Revenue (CERA) (Youth & Community)	0	0	0
3.1.6 Total Youth and Community	2,848,668	0	2,848,668

4 YOUTH JUSTICE

4.0.1 Secure accommodation (youth justice)	0	0	0
4.0.2 Youth Offender Teams	345,474	0	345,474
4.0.3 Other Youth Justice Services	0	0	0
4.0.4 Total Youth Justice	345,474	0	345,474

5 CHILDREN'S AND YOUNG PEOPLE'S SERVICES

Children Looked After

5.0.1 Residential care	2,097,998	0	2,097,998
5.0.2 Fostering services	2,360,309	0	2,360,309
5.0.3 Other children looked after services	187,009	0	187,009
5.0.4 Secure accommodation (welfare)	14,170	0	14,170
5.0.5 Short breaks (respite) for looked after disabled children	34,839	0	34,839
5.0.6 Children placed with family and friends	160,072	0	160,072
5.0.7 Advocacy services for children looked after	38,060	0	38,060
5.0.8 Education of looked after children	139,205	0	139,205
5.0.9 Leaving care support services	215,150	0	215,150
5.0.10 Total Children Looked After	5,246,812	0	5,246,812

0

66,818

65,426

6,960

Children and Young People's Safety

5.1.1 Child death review processes	16,130	0	16,130
5.1.2 Preventative services (formerly the children's fund)	357,170	0	357,170

5.1.3 LA functions in relation to child protection	0	0	0
5.1.4 Local safeguarding childrens board	88,448	0	88,448
5.1.5 Total Children and Young People's Safety	461,748	0	461,748

Family Support Services

5.2.1 Direct payments	60,280	0	60,280
5.2.2 Short breaks (respite) for disabled children	169,000	0	169,000
5.2.3 Home care services	0	0	0
5.2.4 Equipment and adaptations	0	0	0
5.2.5 Other family support services	803,371	0	803,371
5.2.6 Substance misuse services (Drugs, Alcohol and Volatile substances)	58,000	0	58,000
5.2.7 Contribution to health care of individual children	208,000	0	208,000
5.2.8 Teenage pregnancy services	99,000	0	99,000
5.2.9 Total Family Support Services	1,397,651	0	1,397,651

Asylum seekers

5.3.1 Asylum seeker services - children	0	0	0
5.3.2 Unaccompanied asylum children	0	0	0
5.3.3 Accommodation	0	0	0
5.3.4 Assessment and care management	0	0	0
5.3.5 Total Asylum Seekers	0	0	0

Other Children's and Families Services

5.4.1 Adoption services	326,276	0	326,276
5.4.2 Special guardianship support	73,596	0	73,596
5.4.3 Other children's and families services	314,252	0	314,252
5.4.4 Total Other Children's and Families Services	714,124	0	714,124

Children's Services Strategy

5.5.1 Children's and young people's plan	244,991	0	244,991
5.5.2 Children's social care workforce grant	0	0	0
5.5.3 Partnership costs	2,096	0	2,096
5.5.4 Central commissioning function	0	0	0
5.5.5 Commissioning and social work	5,326,217	0	5,326,217
5.5.6 Total Children's Services Strategy	5,573,304	0	5,573,304

5.6.1 Capital Expenditure from Revenue (CERA) (Children's and young people's services)

0	0	0
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6 Local Authority Education Functions

6.0.1 Statutory / Regulatory Duties	1,531,260	0	1,531,260
6.0.2 Premature retirement costs / Redundancy costs	649,259	0	649,259
6.0.3 Existing Early Retirement Costs (commitments entered into by 31/3/99)	106,000	0	106,000

6.0.4 Residual pension liability (e.g. FE, Careers Service, etc.)	0	0	0
6.0.5 Joint use arrangements	0	0	0
6.0.6 Insurance	0	0	0
6.0.7 Monitoring national curriculum assessment	11,820	0	11,820
6.0.8 Total Local Authority Education Functions	2,298,339	0	2,298,339

Specific Grants and Specific Formula Grants

6.1.1 School Development Grant - non-devolved	0	0	0
6.1.2 Other Standards Fund Allocation - non-devolved	459,804	459,804	0
6.1.3 Other Specific Grant	0	0	0
6.1.4 Total Specific Grants	459,804	459,804	0

6.2.1 Capital Expenditure from Revenue (CERA) (LA Education Functions)

0	0	0
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7.1.1 Total Schools Budget, Special Education, Learner Support, Access and Youth and Community Budget (Including CERA)

116,996,113	14,902,810	102,093,303
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7.1.2 Total Youth Justice, Children and Young People's Services Budget (including CERA) (lines 4.0.4 + 5.0.10 + 5.1.5 + 5.2.9 +

13,739,113	0	13,739,113
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7.1.3 Total LA Education Functions Budget (Including CERA) plus (Lines 6.0.8 + 6.1.4 + 6.2.1)

2,758,143	459,804	2,298,339
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8 Total Education, Community, Youth Justice, Children and Young People's Services and Local Authority Education

133,493,369	15,362,614	118,130,755
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9 Capital Expenditure (excluding CERA)

2,314,426	7,811,525	23,349,051	521,350	33,996,352	31,245,889	2,750,463
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MEMORANDUM ITEMS

10 Expenditure covered by LSC Grant - Include below the part of the expenditure recorded in individual lines in the Schools budget that is

10a.1 SIXTH FORM - Allocation from LSC for 16+ funding for secondary schools (included in expenditure 1.0.1 column (c))	2,193,399	2,193,399	0	2,193,399	2,193,399	0
10a.2 SIXTH FORM - Allocation from LSC for 16+ funding for special schools (included in expenditure 1.0.1 column (d))	0	0	0	0	0	0

- 10b.1 Sixth form element included at 1.2.1 above for pupils with and without statements
- 10b.2 Sixth form element included at 1.2.2 above for pupils with SEN, provision not included in line
- 10b.3 Sixth form element included at 1.2.4 above for pupils at independent special schools and abroad
- 10b.4 Sixth form element included at 1.2.6 above for pupils at independent schools (pupils without SEN)

0	0	0	0	0	0	0
0	0	0	0	0	0	0
373,237	373,237	0	373,237	373,237	0	0
0	0	0	0	0	0	0

- 10c.1 LSC Threshold and Performance Pay Costs (included in expenditure at 1.0.1 columns c and d)
- 10c.2 LSC Threshold and Performance Pay Costs (included in expenditure at 1.0.8 columns c and d)

120,518	120,518	0	120,518	120,518	0	0
0	0	0	0	0	0	0

TABLE 1 NOTES

Note that the information you provide in this section will be taken into account when returned to DCSF.

Miscellaneous contains an amount relating to rates rebates which have yet to be delegated - Schools Forum will not consider use of carry forward

MEETING:	SCHOOLS FORUM
DATE:	29TH SEPTEMBER 2009
TITLE OF REPORT:	DEVELOPING CAPACITY IN HEREFORDSHIRE GOVERNOR SERVICES
CHILDREN AND YOUNG PEOPLE'S DIRECTORATE	PAUL MURRAY

CLASSIFICATION: Open

Wards Affected

County-wide – All Schools

Purpose

To request one-off funding allocation for the development of Governor support and training resources to meet the demands of this academic year.

Key Decision

This is not a Key Decision.

Recommendation(s)

THAT School Forum is asked to:

Approve the funding request of £70,000 from DSG underspend 08/09 to facilitate the improvement of governor services as outlined in the report.

Key Points Summary

To enable Herefordshire Children's Services to further support and develop governor services and effectiveness in line with national guidance key principles which are as follows:

- a) Assuring Governing Bodies operate in accordance with statutory requirements
- b) Assisting the Development of Governing Body Effectiveness and Capacity
- c) Managing and Promoting Governor Recruitment, Retention and Recognition
- d) Managing and Promoting Governor Training

Further information on the subject of this report is available from
Paul Murray, Secondary School Improvement Manager on (01432) 260823

- e) Promoting efficient and effective administrative support to Governing Bodies
- f) Promoting Governor Networks
- g) Fulfilling Key Functions within local authority frameworks
- h) Supporting the Schools Task Group consultation and recommendations re governance

Alternative Options

1. This is a one off request to be set against DSG underspend in order to establish a fully supportive Governor Services for the next calendar year.
2. Such improvements will then be sustained via an agreed funding mechanism:
 - Option a) SLA agreement which is currently under design.
 - Option b) The Miscellaneous budget provisions within the DSG whereby 0.1% of the schools budget (approx £90,000) can be spent on any services

Reasons for Recommendations

3. Governor Services need to:-
 - Support the delivery of the HSTG consultation and agreed outcomes in terms of Governor responsibilities;
 - Support the strategy and response to DCSF paper “YOUR CHILD, YOUR SCHOOLS, OUR FUTURE: BUILDING A 21ST CENTURY SCHOOLS SYSTEM” in the further quality assurance and delivery of effective governance for all schools and the role of governors in establishing sustainable models of school delivery;
 - be aware of the specific requirements of the different situations in which governors function, depending upon the established status of the school e.g. academies, trusts, federations, foundation and voluntary-aided schools;
 - be aware of the special circumstances of schools causing concern or in a negative Ofsted category and the potential intervention of such measures as the appointment of additional governors or the imposition of an interim executive board, with their extended powers, need to be managed effectively to support school improvement;
 - help governing bodies to meet statutory requirements which depends upon the provision of an effective flow of information;
 - be knowledgeable about the extensive and growing written material about school governance published by the DCSF and other relevant national agencies.

Introduction and Background

4. Children and Young People’s agenda is central to offering good governor training and support which is crucial to ensuring governing bodies effectiveness in fulfilling the vital functions demanded of them especially with regard to new developments as portrayed in recent government legislation, regulations and strategy documents.
5. Access to up-to-date and precise information will enable them to:

- Understand their responsibilities and develop ways of carrying them out and promote the necessary associated skills;
 - Governor Services will lead on and support the local authority in developing school governing bodies to promote high standards in all schools. Without this the local authority will not be effective in addressing school improvement issues, governance and the welfare of pupils;
 - Such governance will prepare all schools for the HSTG activity and for developing sustainable schools for the future.
6. The nature of governor development is now considered within children's services developments. The role of governing bodies as a partner within the provision of integrated multi-agency service delivery to children and young people is key to the successful implementation of the Children Act 2004. Governor Services need to develop and enhance partnerships within and outside of the local authority.
7. Individual governing bodies should be encouraged to work in partnership and work in clusters. Developing a strategic approach to sharing of good practice is another facet of effective networking. As local authority services reconfigure towards more localised delivery, this will grow in significance and the success of an authority to promote networks will be important. In considering networks the linkages need to be customised to meet the specific needs of different schools and the communities they serve.
8. An understanding of partnership working and of multi-agency service delivery to children and young people is necessary in managing governor services work within the local authority as well as in supporting governing bodies with their functions. The children's services partners are wide and varied in nature, and in the role of governing bodies and of governor services form a key part in attempts to promote multi-disciplinary team working.
9. The increasing role of ICT in people's lives has to be taken into account when planning methods of communication. Two-way communication through e-governors' forums will be beneficial. BUT it must be remembered that ICT is not an effective means of communication with all governors. Governors and Governing Bodies need:
- an up to date understanding of what constitutes effective governance, including Ofsted expectations;
 - to develop the knowledge and skills to support, challenge and intervene via the provision of training, mentoring, coaching and consultancy;
 - to be made clear about the demands of the role before they take it on, including expectation of training. Their membership within a governing body needs to be supported with relevant provisions being available to them. A strong partnership with diocesan authorities with regard to the appointment of foundation governors is important.
10. The appointment of Local Authority governors should be managed efficiently. Clear operational guidance to elected members to ensure clear and efficient appointment procedures and practice, meeting the requirements of the relevant legislation, is necessary. **(See Appendix 1 for Summary of Duties and Responsibilities)**.Reference: The National Standards for Governance Professionals and Services – 2008

Key Considerations

- 11 The following have been identified as key areas for the development of Governor Services within the overall development of Herefordshire Children's Services and the move to collocated provision:

a) **Improved Standards Achieved in Ofsted Inspections**

Ofsted inspections of maintained schools are required to form a judgement on and grade the quality of governance. Currently the overall grades for support required for governance in 102 Herefordshire schools (primary, secondary and specials and PRU's) are as follows:

		No	%
i)	Outstanding =	12	11.7
ii)	Good =	49	48.0
iii)	Satisfactory =	38	37.2
iv)	Inadequate =	3	2.9

Without significantly improved support, it is possible that under the new and more rigorous inspection framework introduced in September 2009, fewer schools will receive good or satisfactory judgements.

- b) **Finance:** Governor Services currently has a total budget of £33,641 (INSET). This funds one fte Administrative Officer post.
- c) **Administrative Support:** A significant amount (60%) of the Administrative Officer's time is taken up with low-level administrative tasks at the expense of tasks requiring a higher level of experience and expertise
- d) **Line Management:** The line management of Governor Services could be improved by integrating the service with all other aspects of professional development, e.g. CPD programme, TA/HLTA development, NQT induction and UPS progression, under a Professional Development Co-ordinator to establish and demonstrate a consistent, coherent approach.
- e) **Governor Training:** There is a growing demand from Governing Bodies, schools, and settings for an increased training programme which not only offers a wider range of courses and briefings but also offers them in a range of locations to improve access and at different times of the day to suit particular needs. Currently almost all courses are run in evenings at Blackfriars. The move to collocated services in line with the "No Wrong Door" strategy should be reflected in the delivery across the county of the training programme. In many cases this will mean a course being delivered three times rather than once with a consequent impact on training costs.
- f) **Key items for the future training programme are:**
- HSTG Consultation
 - 21st Century Schools Paper
 - Safeguarding in schools and settings
 - Admissions procedures
 - The 14-19 strategy and Machinery of Government objectives
 - Financial Management in Schools

- g. Governing Body self-evaluation
- h. GovernorMark accreditation
- i. Performance Management
- j. School organisation (e.g. federation, amalgamation, all-through schooling etc.)
- k. Every Child Matters
- l. Children's Trust Development

Delivery of an expanded training programme will require the identification and engagement of proficient trainers underpinned by appropriate administrative back-up.

- g) **Clerks:** The Government White Paper highlights the need for improved clerking of governing bodies and formal training of all clerks. It also recommends that a clerk cannot be a member of the school staff. Currently about 75% are school employees. This recommendation, if carried, would have serious implications for the recruitment, appointment and salary levels of new clerks.
- h) **Training and Guidance in New Media:** There is a need to develop the guidance and training the service offers in new media and technologies, e.g. maintaining the Governors website, producing CD's and DVD's and exploring the effectiveness of conference calls and distance learning opportunities. This development will require a significant investment in training and technology and personnel to maintain systems.

Community Impact

- 12 There are currently 1,394 governors in Herefordshire. Nationally school governors make up the largest voluntary organisation in the country. The government places great importance on the role of Governing Bodies in improving schools and has a clear expectation that local authorities will provide support, networking and training for their Governing Bodies.

Financial Implications

13. APPOINTMENT OF LEAD GOVERNING BODY PRACTITIONER:

Responsibilities:

- Support for key consultation events;
- Mentor and support Governing Bodies (including headteachers and chair of governors);
- Provide training for individual Governing Bodies, school clusters, networks and regions, e.g. Governing Body roles and responsibilities, statutory developments, performance management, monitoring and evaluation;
- Co-ordinate local and area training;
- Quality assure Governing Body working practices;
- Support Governing Body acquisition of "Governor Mark";
- Support Governing Body preparation for Ofsted Inspections;
- Advise on Governing Body recruitment;
- Liaise with Diocesan Education Officers and other partners in the locality;
- Support the development of Governing Bodies in response to the new organisation of schools (e.g. federations, amalgamations, all through schools etc);
- Contribute to the development of Governor Services guidance, publications, website,

etc.,

Costings:

Professional Appointment: (e.g. Seconded Headteacher): 3 x 1 day per week (term time only) x 38 weeks = 114 days @ ISP.L13 (+ on costs)	=	£20,300
Indicative travel at 40p per mile	=	<u>£ 800</u>
Sub Total		£21,100

14 **APPOINTMENT OF LEAD CLERKING PRACTITIONERS**

Responsibilities:

- Induction and mentoring of new clerks;
- Provide training for local area clerks;
- Quality assure the work of Governing Body clerks;
- Provide temporary/relief clerking service as necessary;
- Advise on compliance with current and proposed legislation;
- Advise on local area recruitment;
- Support preparation for Ofsted Inspections;
- Contribute to the development of Governor Services guidance, publications etc;
- Represent Governor Services at appropriate regional/national meetings and conferences as required.

Costings:

1 Experienced Secondary School and 2 Primary School Clerks; 3 x 1 day per week (term time only) x 38 weeks = 114 days HC5, £9.79 per hour (+ on costs)	=	£11,000
Indicative travel at 40p per mile	=	<u>£ 800</u>
Sub Total		£11,800

Appointment of Lead Practitioner	=	£21,100
Resource costs (i.e. training materials, conference fees, Publications etc.)	=	<u>£ 2,000</u>

SUB TOTAL £34,900

15. **ADMINISTRATIVE SUPPORT**

Administrative Assistant – 2 days per week at Grade HC3 (term time only) x 38 weeks	=	£4,400.40
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Resources:

Upgrading I.T. software	=	£2,500
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Budget:

Hiring Venue and Trainers	=	£ 2,500
Croner Subscription for legislation updates	=	£ 1,537.65
Membership of the National Governors Association	=	£ 200
Administrator's Salary	=	£19,427
Additional contingency	=	£ 4,000

TOTAL

£69,465.05

Funding request : £70,000

Legal Implications

16 As stated previously in this report Herefordshire Governor Services needs to expand to enable Herefordshire Children's Services to further support school governors' and develop the service and effectiveness in line with national guidance and to meet all statutory requirements from this guidance and legislation.

Consultees

17 In compiling this report Governor Services consulted with Herefordshire Association of Governors which includes an Executive Committee of many long standing and experienced Governors.

Appendices

18 None

Background Papers

None

Summary of Current Management , Duties and Responsibilities:

Governor Services is managed through the School Improvement Service (SIS). The SIS manager's role and responsibilities include:

- Co-ordination of professional input into the service
- Establishment of governor training programmes
- Maintaining professional knowledge and expertise
- Ensuring national guidance and legislation is adhered to
- Attending governing body meetings
- Development of professional support
- School Contact Inspectors also offer guidance and support to their schools' governing bodies.

There is one full-time post within the current service. As service administrator the role and responsibilities include:

- To provide administrative support to Governing Services in relation to appointments and general advice to 1500 Governors in Herefordshire schools.
- To provide administrative and procedural advice to Clerks and Chairs of 104 Governing Bodies, especially helping struggling or new clerks with practical advice to enable them to achieve their responsibilities.
- To regularly check websites for legislative updates and determine what is appropriate for distribution to appropriate officer(s).
- To collate and distribute the Governor Training Programme on a termly basis.
- To clerk various committees set up by the Directorate and to advise on procedural issues and keep the terms of reference under review.
- To clerk special meetings of governors where serious complaints have been made and difficult issues have arisen.
- To produce and maintain a list of schools and distribute termly.
- Planning of school terms and holidays in consultation with schools and other L.A's and produce a report for consideration by Scrutiny Committee. Attend meetings of West Midlands authorities.
- To represent the authority on West Midlands COGS and attend regular meetings of West Midlands authorities and report back to officers.
- To update Governing Body guidance notes in accordance with national guidance, statutory requirements or local developments.
- To administer the procedure for the appointment of LA governors following liaison with councillors regarding their nominations.
- To respond to telephone enquiries from Headteachers, Governors, Clerks to the Governors, Chairs of Governors, LA Officers, Elected Members and members of the public providing advice and guidance on procedural and other matters.
- Prepare the termly governor training programme in liaison with the relevant officers and arrange for printing and distribution to all Governors.
- To develop the governors section of the Children's Services website to disseminate

and discuss documentation, data, current issues and events.

- To oversee and administer the mentor programme for new Chairs of Governors and Clerks to Governing Bodies.
- To organise training and briefings, where relevant, for the Improvement and Inclusion Service and Children's Services staff.

Herefordshire Schools Forum – Work Programme 2009/10

29 September 2009	2pm Brockington
Officer Reports	<ul style="list-style-type: none"> • Governor Services • Schools Budget • Budget Working Group • Dedicated Schools Grant
7 December 2009	2pm Brockington
Officer Reports	<ul style="list-style-type: none"> • Delegation of Banded Funding 2009/10 - Review of the Representation of the Funding for Inclusion Group (Minute No.93) • Section 52 Budget Statement • Early Years Funding Formula • Schools Finance Scheme • Service Level Agreements - Charging Proposals (Minute No.68) • Schools Library Service
12 January 2010	2pm Brockington
Officer Reports	
1 February 2010	9.30am Brockington
Officer Reports	

23 February 2010 2pm Brockington	
September 2010 (meeting date not yet fixed)	
Officer Reports	<ul style="list-style-type: none"> • Performance Outcomes Against Grant Spends