

Public Document Pack

Southend-on-Sea Education Board

I confirm that a meeting of the Schools Forum/Education Board will be held on **Wednesday 7th June 2017 at 08.15-11.00am.**

The meeting will be held at the Tickfield Centre in the Johnson Room.

Robert Harris
Clerk to the Forum

AGENDA

Agenda	Item	Lead	Time
1.	Apologies, Substitutions & Introductions (AOB not on the agenda to be identified and dealt with at the discretion of the Chairman).	Chair	5
2.	Membership – report to be tabled	RH	5
3.	a) Minutes of the meeting held on 15th March 2017 and matters arising not covered elsewhere on the agenda – Minutes attached b) Summary Action Sheet attached	Chair	5
	<u>Schools Forum Matters</u>		
4.	Schools Budget 2016/17 Final Outturn – report attached	PG	10
5.	SEN Funding – report to follow	JF/AM	10
6.	30 Hour Entitlement for Working Parents of 3-4 Year Old– report attached	EH	10

	<u>Education Board Matters</u>		
7.	Secondary School Pupil Places Update – report attached	CB	10
8.	SEND Inspection/Peer Review – report attached	BM	10
9.	Update on MJ Awards and PwC Proposed Improvements – verbal report (no papers)	BM	
10.	DFE School Improvement Fund Proposals – Report attached	BM	
11.	Feedback from Sub Group Chairs: (a) School Performance S.G. – Neil Houchen (no papers) (b) Vulnerable Learners S.G. – Jackie Mullan (no papers) (c) Consideration of SBC skills strategy, and Board’s role in influencing greater Education linkages. (no papers)	NH SG BM/SL	
12.	Any other business (a) Education Board Forward Plan – attached (b) Maintained School Balances 2016/17 – report attached	ALL RH/BM CH	10
13.	Date and time of future meetings	RH	5
	Wednesday 11 th October 2017 Tuesday 5 th December 2017 Tuesday 16 th January 2018 Tuesday 13 th March 2018 Tuesday 5 th June 2018		

SCHOOLS FORUM MEMBERSHIP

January 2017

1. Full voting members

2

Maintained Primary Schools (5 places)

Tim Barrett - Temple Sutton Primary	13 October 2019
Lionel Pryor - Fairways Primary Governor	12 October 2020
Jim Johnson – Edwards Hall Primary	24 February 2020
Niki Bannister – Milton Hall Primary Governor	5 th June 2020
1 vacancy	

Maintained Secondary Schools (1 place)

Stuart Reynolds - Futures College	2 December 2019
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Academy Secondary (5 places)

Robin Bevan - Southend Boys (Vice-Chair)	24 February 2020
Neil Houchen - Eastwood Academy	18 March 2019
David Parker - Shoeburyness High Governor	3 December 2018
2 vacancies	

Academy Primary (3 places)

Lisa Clark - Hamstel Infant	7 December 2020
Maurice Sweeting - Hinguar Primary Governor (Chair)	4 December 2017
1 vacancy	

Alternative Provision Academy (1 place)

Annette Turner - YMCA

Pupil Referral Unit (1 place)

Vacancy

Maintained Special (1 place)

Margaret Rimmer - Kingsdown	12 September 2020
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Academy Special (1 place)

Jackie Mullan - St Christophers	7 December 2020
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Early Years (2 places)

Vicky Wright – Professional Association for Childcare & Early Years	24 October 2020
Jane Youdale - Essex Pre-School Learning Alliance	7 December 2020

2. Members with restricted voting

14 – 19 sector (1 place)

Anthony McGarel - South Essex College

24 October 2020

Trade Unions (1 place)

Jerry Glazier

1 December 2018

Meeting of Education Board

Date: Wednesday, 15th March, 2017

Place: Darwin Room - Tickfield

3

Present: Mr M Sweeting (Chair) – Academy Governor – Hinguar Primary
 Tim Barrett - Primary Head - Temple Sutton Primary
 Robin Bevan - Academy Head - Southend High for Boys
 Lisa Clark - Academy Head - Hamstel Infant
 Jerry Glazier - Trade Unions
 Anthony Mcgarel - 14/19 Sector - South Essex College
 Jackie Mullan - Academy Special Head - St Christopher Special
 David Parker - Academy Governor - Shoeburyness High
 Lionel Pryor - Primary Governor - Fairways Primary
 Stuart Reynolds - Secondary Head - Futures Community College
 Jane Youdale – Essex Pre-School Learning Alliance
 Annette Turner – Alternative Provision Academy – YMCA
 Margaret Rimmer – Maintained Special Head – Kingsdown

In Attendance: Councillor James Courtenay – Executive Councillor Children & Learning
 Ian McFee - People Directorate
 Cathy Braun - People Directorate
 Ian Ambrose - Chief Executive's Directorate
 Brin Martin – People Directorate
 Robert Harris – Independent Clerk
 Craig Jones – Chief Executives Directorate (agenda item 14a only)
 Christine Hickey – Chief Executive's Directorate

Start/End Time: 8.15 - 11.00 am

1 Apologies, Substitutions and Introductions

Apologies for absence were received from Neil Houchen (Eastwood Academy), Jim Johnson (Edwards Hall Primary), Paul Hayman (Westcliff High for Girls), Vicky Wright (Early Years), Elaine Hammans (People Directorate) and Simon Leftley (Deputy Chief Executive (People)).

2 Board Membership

The Clerk provided an update on the Board membership and it was noted that:-

- Annette Turner has been nominated to fill the vacancy for Alternative Provision Academy group;
- There were still vacancies in the Maintained Primary (2), Academy Secondary (2), Academy Primary (1) and the Pupil Referral Unit (1);

Resolved:

1. That the current membership situation be noted.

2. That further request for nominations be sought to fill the vacancies for maintained primary schools, primary academies, secondary academies and the Pupil Referral Unit.

3 Minutes of the meeting held on 18th January 2017, Matters arising and Summary Action Sheet

The minutes of the meeting held on 18th January 2017 were received.

Summary Action Sheet

The Board also discussed the Summary Action Sheet which included items that had been added arising from previous meeting and members were informed of the progress made against the actions.

The Board discussed the strategic review of retention and recruitment of teachers (action 307 refers) and made the following comments:

- Recruitment and retention is a significant priority for the Local Authority;
- Suggested that the apprenticeships could be used to train new teachers but this would be a long process and would not resolve the current problems with recruitment;
- The challenges concerning accommodation for teachers were highlighted as a barrier for recruitment;
- Reference was made to the Fair Workload Charter implemented in Nottingham and other parts of the country. The Charter aims to reduce pressure on teachers in response to the growing shortage and sets out what teachers and other staff can expect from schools signed up to the Charter. The Board agreed that a similar charter should be explored.

Resolved:

1. That, subject to a minor amendment, the minutes be approved as a correct record and signed by the Chair.
2. That the summary action sheet and the progress made be noted.
3. That a small sub group be set up to look at Recruitment and Retention, with a view to developing a local Fair Workload Charter.

4 Schools Budget 2016/17 - Forecast Outturn

Ian Ambrose presented his report which updated the Board on the anticipated outturn for the 2016/17 schools budget.

The Board commented, as follows:

- Key area of concern continues to be the significant overspend in the High Needs Block and how the position has changed so quickly and significantly. The High Needs Block was discussed in greater depth under Agenda Item 7 below.

- There were several discrepancies within the figures for the 2016/17 outturn which need to be resolved (e.g. St Christophers Special Academy place funding forecast outturn of £80,000);
- There needs to be a comprehensive overview and further clarity on the funding which Seabrook receives;

In answer to questions and the above comments it was noted that:

- The primary cause for the overspend in the High Needs Block relates to schools rebanding pupils into higher bands;
- The overspend in the High Needs Block is not sustainable and needs to be rebalanced to ensure expenditure was controlled within the available resources;
- A detailed statement and overview of Seabrook's funding would be provided to the next meeting.

Resolved:

That the anticipated outturn for the 2016/17 schools budget, and the anticipated level of balance carry forward to 2017/18, be noted.

5 NFF Consultation Update on Current Position

Brin Martin presented the detailed responses to the National Funding Formula (NFF) consultation questions. The responses have been prepared in consultation with the Education Board members and with all schools in the borough. The consultation responses will include a strong statement about the unique problems in Southend.

The Board noted that the Executive Councillor and relevant officers have met with Sir David Amess MP who was in full support of Southend's position. Robust responses have also been made to the Secretary of State for Education.

Schools were encouraged to also make their own submission and respond to the NFF Consultation.

The Board also noted that a robust response to the High Needs NFF consultation would be made and the document would be circulated to the Education Board members for comments prior to submission.

Resolved:

1. That the robust response to the NFF consultation, subject to minor amendments, be endorsed.
2. That the response to the High Needs NFF consultation be circulated to all Board members for their views, comments and endorsement, prior to submission.

6 Update on Arrangements for Monitoring the Effectiveness of all SLA's

Brin Martin reported that robust monitoring of the effectiveness of the SLA's (including Value for Money) would be undertaken by officers and the sub groups and where necessary the required challenges will be made to ensure the SLA's are being delivered effectively.

Cathy Braun provided an update on progress with the implementation and conversion of the SLA's in respect to Seabrook. Discussions are on-going with The Parallel Learning Trust (PLT), particularly around the provision for a one year SLA. The PLT have confirmed that they would accept a one year SLA but only on very clear terms and four options have been proposed and are being taken forward. The four options are:

- Staff at Seabrook stay on SBC payroll;
- TUPE with a clause that SBC will pick up the redundancy costs;
- Agree to a 3 year SLA and not a 1 year SLA;
- No deal;

The Board discussed the issues around the responsibility for staff costs and the legal implications but were clear that staffing / employment was the PLT's responsibility. Reference was also made to the break out clauses within the SLA's.

Resolved:

That the update on the arrangements for monitoring all SLA's and the current position with the PLT/Seabrook be noted.

7 High Needs Funding

The Board considered a report from Ian McFee/Paul Grout which presented the High Needs budget allocations for 2017/18.

The Board discussed the report in depth and commented, as follows:

- There will be a significant impact on Special Schools;
- Important to note the significant pressures and that the continuing position was unsustainable;
- There were increasing numbers of pupils with EHCP and increasing demand for high needs support;
- The problem is continuing and there was already an overspend in the high needs block;
- There needs to be clarity for special schools as those pupils coming into the schools are those with the highest needs (i.e. are Band 1 and 2) and it would not be appropriate to allocate funding based on an average banding;
- Overall the concept for average banding was agreeable but it should be recognised that it is based on figures from four years ago;
- There were anomalies within the high needs block which need to be resolved:

- Need clarification on what the choices and alternatives are for the high needs funding block;
- It would be helpful to have comparisons with other local authorities how they have managed the high needs block funding;

In response to questions/comments the Board noted:-

- That the average banding, particularly in regard to special schools will be based on Bands 1 and 2 (Band 3 pupils should not be going to special schools);
- The current position in terms of overspend was not sustainable and immediate measures were needed to address the current financial pressures within the high needs block;
- A significant 'deep dive' into high needs funding would be undertaken – this will involve a wide ranging and transparent review to address the long term sustainability of the high needs funding block .
- Emphasised that the in-depth review into the future of high needs funding may not identify alternatives and may need to reaffirm the proposals contained in the report (e.g. average banding and EHCP top ups). The outcome of the review will be brought to the June Board meeting or if necessary to an extraordinary meeting if the June deadline cannot be met.

Resolved:

1. That the 2017/18 High Needs budget be approved and adopted as set out in the report, including the revised funding allocations in relation to mainstream and special school top ups as referenced in the report to achieve the savings required between current spend and budget available.

2. That the above resolution be subject to the proviso that an in-depth review of high needs funding would take place on its longer term sustainability and that the outcome and proposals of this review be presented to either the Education Board meeting in June 2017 or to an extraordinary meeting if necessary.

8 Secondary School Pupil Places

The Board considered a report from Cathy Braun which provided an update on progress made on the strategy for the provision of secondary places as overseen by the School Places Working Party.

The Board discussed the provision of secondary school places and commented as follows:-

- Recognition of the urgent need for school places from September 2018;
- The availability of land in the borough for a new Free School is a significant issue, particular given that the greatest need is in the Central to West of the borough – can a more precise location for a new free school be identified – concern that if not in the right place impact on school journey times, etc;
- Need to be mindful that the process for providing a new Free School is onerous and the timescales are tight;

- Other options need to be explored such as expansion at those schools which require improvement and questioned if a new Free School was sustainable for the future;
- The need to bare in mind the impact that the significant reduction in the availability of school places in Essex;

In response to comments/questions the Board noted:-

- Welcomed views from Board members on what more could be done;
- A new Free School was sustainable and assurance has been given by the DfE that the timescale was achievable for September 2019;
- A comprehensive survey of potential sites for a new Free School was being undertaken;
- Forecasting of school places was not an exact science but can share the message that there will be a reduction in places available in Essex with parents;

Resolved:

That the report be noted.

9 PriceWaterHouse Coopers Audit and Action Plan

The Board considered a report from Brin Martin which shared the published Internal Audit Report from the PwC on the establishment of the Education Board.

Resolved:

That the Audit Report as it stands be accepted and that the implementation action plan be approved.

10 Area Based Review Update

The Board received a verbal update from Antony McGarel regarding the area based review of the post-16 education and training sector in the borough.

The Board noted that the review has identified a number of recommendations which will be presented to the governing body meeting on 20th March 2017 for their consideration.

Resolved:

That the update on the area based review be noted.

11 Education Department Service Learning Plan 2017-18

The Board received the Council's People Directorate Learning Service Plan, for information.

Resolved:

That the Learning Service Plan be noted.

12 Updates from Sub Groups

Brin Martin provided a verbal update on the actions agreed by the School Performance Sub Group (SPSG) held on 8th February 2017 and also presented the draft terms of reference for the Vulnerable Learners Sub Group (VLSG).

The Board noted that the key piece of work being undertaken by the SPSG was looking at ways to improve and have greater visibility of school performance across the borough. The proposed way forward would be presented to a future meeting of the Board.

Resolved:

1. That the minutes of the SPSG be circulated to Board members for information.
2. That the draft terms of reference for the Vulnerable Learners Sub Group be endorsed and that Lisa Clark fill the third Education Board vacancy on the group.

13 SBC Staffing Structure and Changes Update

The Board received a verbal update from Brin Martin on the Council's current senior management structure. The Board noted that the current Chief Executive, Mr Rob Tinlin, had retired and the process to appoint a new Chief Executive was underway.

The Board also noted that there had been a slight revision to the Council's senior management structure.

Resolved:

That the update on the staffing structure at the Council be noted.

14 Any other business

(a) Apprenticeship Levy

The Board received a verbal report from Craig Jones on the Apprenticeship Levy, summarised below:

- The levy comes into effect on 6th April 2017; and
- All employers with a pay bill over £3 million a year will be required to pay a levy; less than £3 million there was no levy;
- The levy is paid to the HMRC;
- The process for paying the levy will be different for each type of school (e.g. for community schools the Council has set up a digital account to pay the levy);

Resolved:

That the update on the Apprenticeship Levy be noted.

(b) Academy Trust Accounts as at 31st August 2016

The Board considered a report from Christine Hickey which advised on the financial position of Southend Academy Trusts as at 31st August 2016.

Resolved:

That the report be noted.

15 Date and time of next meeting

Wednesday 7th June 2017 at 8.15am – Tickfield Centre

Chairman: _____

ITEM 3B

SOUTHEND-ON-SEA SCHOOLS FORUM

SUMMARY ACTION SHEET

(The completion of missing items has been reported to the Forum)

Number	Meeting date	Minute no.	Action	Person responsible	Date action to be completed	Completion noted by Forum
307	13/01/16	4(c)	Strategic review of retention and recruitment of teachers required.	SOPHA/SOSHA/ Jerry Glazier/	Ongoing (for Ed. Board)	
310	16/03/16	9	Commissioned budgets for High Needs SLAs to be reported on throughout the year if arrangements with providers alter.	Ian McFee/ Ian Ambrose	ongoing	
315	08/06/16	11	Feedback on issues raised relating to Seabrook College to be provided to the next meeting -	Brin Martin/SPSG	Ongoing	
322	15/03/17	7	In-depth review of high needs funding and its longer term sustainability to be included on agenda for next meeting	Ian McFee/Paul Grout/Brin Martin	07/06/17 OR Special Meeting 06/06/17	

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Southend-on-Sea Borough Council

Report of Deputy Chief Executive - People
and Director of Finance and Resources

to
Education Board

on
7 June 2017

Agenda
Item No.

4

Report prepared by: Paul Grout
Senior Finance Business Partner, Financial Management

Schools Budget 2016/17 Final Outturn

1 Purpose of Report

To update the Education Board on the final outturn for the 2016/17 schools budget.

2 Recommendation

- 2.1 Education Board are asked to note the final outturn for the 2016/17 schools budget, and the final level of carry forward balance into 2017/18.

3 Background

- 3.1 This report sets out the final outturn for the 2016/17 schools budget.

4 2016/17 Schools Budget

- 4.1 Appendix 1 provides the final DSG Budget, final outturn and final variance for 2016/17 including summarised commentary on final variances.
- 4.2 The budget is presented as a gross budget which includes allocations which are recouped by the Department for Education (DfE) in order to pass funding onto Academies. The recoupment figures are reported in separate columns. This report seeks to explain the final variances.

Schools Block

- 4.3 The Schools block contains the £112M budgeted for mainstream schools in Southend including Academies. As this was set by the funding formula in early 2016, there is little overall variance, but the forecast outturn column shows the amount allocated directly to maintained primary and secondary schools and the amount recouped for Academies by the DfE.
- 4.4 The final variance for the block is £247,000 underspent. This is mainly due to the recoupment figure being adjusted to reflect lower business rate charges as Academies qualify for 80% charitable relief.

Early Years Block

- 4.5 The total final small underspend on the Early Years Block is £6,000, after adjusting for the settlement of DSG Early Years funding accrued from 2015/16.

High Needs Block

- 4.6 The total final overspend on the high needs block is £827,000. The overspend has continued to increase, having risen a further £118,000 since the last forecast outturn report in March 2017. This is clearly an unsustainable financial position and financial recovery plans must continue to be put in place to ensure expenditure is aligned to high needs block funding allocation for 2017/18.
- 4.7 From the March Education Board position, the following further material movements have taken place:

	Variance since March £ increase / (decrease)
Decrease relating to Seabrook PRU top up funding reclaim	(61,000)
Top-ups for statemented pupils – Secondary phase	86,000
Top-ups for out of borough placements	178,000
Post 16 Top-ups	(72,000)
Other	(13,000)

- 4.8 As can be seen in Appendix 1, the primary cause for the overspend is the value of top-ups in St Christopher's (Pre-16), St Nicholas and Kingsdown where Southend pupil occupancy is significantly above 85% of pupil place numbers budgeted, combined with a continual shift to higher banded top up levels. In addition there is considerable pressure against budget across EHCP top ups in the Primary Phase and Out of Borough top ups and Independent Hospital costs.

- 4.9 Clearly this is an unsustainable position going forward, and work is still underway to rebalance the High Needs Block, so that expenditure can be controlled within DSG resources made available

Centrally Retained

- 4.10 The final underspend for centrally retained is £111,000.

Income

- 4.11 The final total DSG 2016/17 allocation was £139.547M. The recouped amount was £73.465M. An Early years DSG 16/17 estimated debtor adjustment has been raised of £0.2M due to the provisional DSG early years block being awarded on January 2015 census data and where early year pupils numbers will have increased.

Overall Position for 2016/17 Budget

- 4.12 The final bottom line overspend of £462,852 against the budgeted £140.552M is set out below.

Block

Schools	(£247,000)	Underspend
Early Years	(£6,000)	Underspend
High Needs	£827,000	Overspend
Centrally Retained	(£111,000)	Underspend
	£463,000	Overspend

DSG reserve balance

DSG B/FWD 2015/16	£1,594,000	
Planned use of Balances in 16/17	(£805,000)	
Unplanned use of Balances	(£463,000)	Overspend
Final DSG balance C/FWD into 17/18	£326,000	

- 4.13 This overspend will need to be met from DSG balances brought forward from 2015/16, this now only leaves £326,000 in reserves to flow forward to support the schools budget in future years.

5 Conclusion

- 5.1 This report has set out the final outturn for 2016/17. It highlights the continually need to address spending on the High Needs Block as a matter of urgency so as to bring it sustainably back within the funding resource available.

6 Appendices

Appendix 1 – DSG Budget 2016/17 – Final Outturn

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Appendix 1 – 2016/17 DSG 'Final Outturn'

Recommended to print in A3 - landscape and 2 pages, if required

Block	S251 Line	Summary Line	2016/17 Final Budget	Budget Recoupment	Total Budget	Outturn	Outturn Recoupment	Total Outturn 16/17	Final Variance	Main summary reason for Final Variance
Schools Block	1.0.1	Primary Schools	38,909,730	19,049,989	57,959,719	38,925,393	18,768,092	57,693,485	(266,234)	This is mainly due to the recoupment figure being adjusted to reflect lower business rate charges as Academies qualify for 80% charitable relief
		Secondary Schools	3,371,882	51,262,399	54,634,281	3,390,907	51,262,399	54,653,306	19,025	Belfairs August 2011 to March 12 rates revaluation reclaim
Schools Block Total			42,281,612	70,312,388	112,594,000	42,316,301	70,030,491	112,346,792	(247,208)	
Early Years Total	1.0.1	2 year old provision	1,680,566		1,680,566	1,529,794		1,529,794	(150,772)	Outturn reflects actual occupancy
		3 and 4 y/o provision	4,614,564		4,614,564	4,673,469		4,673,469	58,905	
		School/Academy Nurseries	2,200,000		2,200,000	2,102,475		2,102,475	(97,525)	
		Early Years Pupil Premium	108,759		108,759	110,402		110,402	1,643	
		Early years B/fwd DSG 15/16 debtor adjustment				210,759		210,759	210,759	
	1.3.1	Central Expenditure on Children under 5	500,000		500,000	471,000		471,000	(29,000)	
Early Years Total			9,103,889	0	9,103,889	9,097,899	0	9,097,899	(5,990)	
High Needs	1.0.1	Place Funding - PRU - Seabrook College	810,000		810,000	810,000		810,000	0	
		Place Funding - St Christopher's Special Academy (Pre 16)		2,000,000	2,000,000		2,000,000	2,000,000	0	
		Place Funding - St Nicholas Special School	920,000		920,000	920,000		920,000	0	
		Place Funding - Seabrook College Special School Provision	440,000		440,000	440,000		440,000	0	
		Place Funding - Kingsdown Special School	1,050,000		1,050,000	1,050,000		1,050,000	0	
		Place Funding - Lancaster Special School (Pre 16)	230,000		230,000	230,000		230,000	0	
		Place Funding - St Christopher's Special Academy (Post 16)	50,000	70,000	120,000	50,000	70,000	120,000	0	
		Place Funding - Lancaster Special School (Post 16)		540,000	540,000		540,000	540,000	0	
		Place Funding - Lancaster Special School (Post 16) (DfE Error)	(210,000)	210,000	0	(210,000)	210,000	0	0	
		Place Funding - Chase Academy Special Base		120,000	120,000		120,000	120,000	0	
		Place Funding - Shoeburyness Academy Special Base		180,000	180,000		180,000	180,000	0	
		Place Funding - Temple Sutton Special Base	50,000		50,000	50,000		50,000	0	
		Place Funding - Fairways Special Base	150,000		150,000	150,000		150,000	0	
		Place Funding - Hamstel Infants Special Base	12,500	17,500	30,000	12,500	17,500	30,000	0	
		YMCA - Free School Recoupment		320,000	320,000		296,668	296,668	(23,332)	Reduced from 32 place's to 28 place's from Sept-16
Total Place Funding			3,502,500	3,457,500	6,960,000	3,502,500	3,434,168	6,936,668	(23,332)	
1.2.1 / 1.2.2		Top Up Funding - St Christopher's Special Academy (Pre 16)	1,294,448		1,294,448	1,524,297		1,524,297	229,849	Budgetted Top up funding across special school provision in 2016/17 is based on an assumed 85% Southend pupil occupancy % of total pupil place funding. St Christophers (Pre16), St Nicholas and Kings down are running at Mar-17 Southend pupil occupancy %'s of 92%, 88% and 101% respectively. This higher than budgetted occupancy rate combined with pupils being assessed and paid at higher banded top levels than budgetted is causing a significant funding pressure on the high needs block. This funding pressure is being partly relieved by under Southend pupil occupancy %'s at Mar-17 in Lancaster (pre 16), St Christophers (post 16), lancaster (post 16) of 65%, 67% and 72% respectively
		Top Up Funding - St Nicholas Special School	405,180		405,180	536,659		536,659	131,479	
		Top Up Funding - Kingsdown Special School	863,690		863,690	1,041,268		1,041,268	177,578	
		Top Up Funding - Lancaster Special School (Pre 16)	197,444		197,444	128,839		128,839	(68,605)	
		Top Up Funding - St Christopher's Special Academy (Post 16)	102,796		102,796	80,623		80,623	(22,173)	
		Top Up Funding - Lancaster Special School (Post 16)	468,379		468,379	349,320		349,320	(119,059)	
		Subtotal	3,331,937		3,331,937	3,661,006		3,661,006	329,069	
		Top Up Funding - Seabrook College Special School Provision	465,615		465,615	307,573		307,573	(158,042)	
Subtotal		Top Up Funding - Chase Academy Special Base	27,815		27,815	45,905		45,905	18,090	Running at 100% 12 Southend Occupancy and shift in higher banding than budgetted
		Top Up Funding - Shoeburyness Academy Special Base	74,174		74,174	78,780		78,780	4,606	Small spend variance's to budgetted top up funding
		Top Up Funding - Temple Sutton Special Base	30,906		30,906	34,542		34,542	3,636	
		Top Up Funding - Fairways Special Base	23,180		23,180	19,847		19,847	(3,333)	
		Top Up Funding - Hamstel Infants Special Base	18,544		18,544	19,998		19,998	1,454	
		Subtotal	174,619		174,619	199,072		199,072	24,453	
	Top Up Funding - PRU - Seabrook College	387,600		387,600	326,716		326,716	(60,884)	Seabrook paid at £387k, underspend is on recovery of AWPU from Schools for pupils excluded	
	Top Up Funding- Flexible Top ups for additional numbers	40,000		40,000	55,000		55,000	15,000	Paid to St Christopher's, Kingsdown and YMCA	
Total Top Up Funding			4,399,771		4,399,771	4,549,367	0	4,549,367	149,596	

Block	S251 Line	Summary Line	2016/17 Final Budget	Budget Recoupment	Total Budget	Outturn	Outturn Recoupment	Total Outturn 16/17	Final Variance	Main summary reason for Final Variance
	1.2.1 / 1.2.2	EHCP Top ups - Early years	40,000		40,000	43,919		43,919	3,919	
		EHCP Top ups - Primary phase	1,038,000		1,038,000	1,375,824		1,375,824	337,824	Significant financial pressure on Primary EHCP top ups
		EHCP Top ups - Secondary phase	600,000		600,000	619,431		619,431	19,431	
		Out of Borough Top ups	370,000		370,000	660,425		660,425	290,425	Significant financial pressure on EHCP Out of Borough top ups
		Post 16 Top ups	560,000		560,000	560,624		560,624	624	
		Other Top ups								
		Total ECHP Funding	2,608,000	0	2,608,000	3,260,223	0	3,260,223	652,223	Significant financial pressure on EHCP top ups
	1.2.3	Top up funding - independent providers	1,200,000		1,200,000	1,124,524		1,124,524	(75,476)	Underspend on budgetted top up funding to independent providers
	1.2.4	HN targeted LCHI funding	60,000		60,000	46,620		46,620	(13,380)	Formula based on SEN register and prior attainment allocated less funding this year
	1.2.4	HN targeted LCHI funding	40,000		40,000	17,720		17,720	(22,280)	
	1.2.5	Education out of School	153,100		153,100	153,100		153,100	0	
	1.2.6	Hospital Education provision	32,000		32,000	130,489		130,489	98,489	Unbudgeted Independent hospital costs
	1.2.5	SEN Team - Assessments and Placements	422,479		422,479	422,479		422,479	0	
	1.2.5		0		0	36,400		36,400	36,400	Contribution to Education Psychology service
	1.2.5	SEN Support Services - Visually Impaired Outreach Service at Kingsdown	90,000		90,000	96,000		96,000	6,000	SLA's adjusted in 2016/17 to reflect provision
		SEN Support Services - Outreach Service at St Christopher's	50,000		50,000	78,880		78,880	28,880	
		SEN Support Services - Outreach Service at Fairways	50,000		50,000	19,720		19,720	(30,280)	
	1.2.5	SEN Support Services - Other	12,000		12,000	37,311		37,311	25,311	Including safety and protection spend, therapy, equipment
	1.2.7	Preventative Pathways SLA with Seabrook	192,000		192,000	192,000		192,000	0	
		Elective Home Education Costs	8,000		8,000	3,300		3,300	(4,700)	small variance
	1.2.8	Nurture Base Provision	483,000		483,000	483,000		483,000	(0)	
		Total Other	2,792,579	0	2,792,579	2,841,542		2,841,542	48,963	
		High Needs Total	13,302,850	3,457,500	16,760,350	14,153,632		17,587,800	827,450	
Centrally Retained	1.1.2	De-delegated - Behaviour Support	75,000		75,000	75,000		75,000	0	
	1.1.7	De-delegated - Licenses Subscriptions	1,245		1,245	1,250		1,250	5	
	1.1.8	De-delegated - Staff costs	9,900		9,900	7,889		7,889	(2,011)	
	1.4.1	Contribution to combined budgets	941,288		941,288	923,650		923,650	(17,638)	Final contribution to combined budgets
	1.4.10	Growth Fund	690,000		690,000	598,070		598,070	(91,931)	Underspend on budgetted class growth fund
	1.4.12	CLA/MPA License	121,000		121,000	121,185		121,185	185	
	1.4.2	School Admissions	236,300		236,300	236,290		236,290	(10)	
	1.4.3	Servicing of School Forums	18,700		18,700	18,700		18,700	(0)	
		Centrally Retained Total	2,093,433	0	2,093,433	1,982,033	0	1,982,033	(111,400)	
		Total Expenditure	66,781,784	73,769,888	140,551,672	67,549,865	73,464,659	141,014,524	462,852	
Funded From		DSG - Schools Block	(44,389,634)	(70,030,491)	(114,420,125)	(44,389,634)	(70,030,491)	(114,420,125)	0	
		DSG - Early Years Block (2 year olds)	(1,467,978)		(1,467,978)	(1,467,978)		(1,467,978)	0	
		DSG - Early Years Block	(6,680,371)		(6,680,371)	(6,680,371)		(6,680,371)	0	
		DSG - High Needs Funding Block	(13,435,258)	(3,434,168)	(16,869,426)	(13,435,258)	(3,434,168)	(16,869,426)	0	
		DSG - Early Years Pupil Premium	(108,759)		(108,759)	(108,759)		(108,759)	0	
		Early years - DSG debtor accrual 16/17	(200,000)		(200,000)	(200,000)		(200,000)	0	
		DSG Brought Forward - Early Years	(237,000)		(237,000)	(237,000)		(237,000)	0	
		DSG Brought Forward - to balance	(568,013)		(568,013)	(568,013)		(568,013)	0	
		Funded From Total	(67,087,013)	(73,464,659)	(140,551,672)	(67,087,013)	(73,464,659)	(140,551,672)	0	
		Grand Total	(305,229)	305,229	0	462,852	0	462,852	462,852	

DSG B/FWD	1,593,856	1,593,856	1,593,856
Used Above	(805,013)	(805,013)	(805,013)
16/17 Overspend	0	(462,852)	(462,852)
C/Fwd to 2017/18	788,843	325,991	325,991

Southend-on-Sea Education Board

on

7th June 2017

Report prepared by:
Elaine Hammans Group Manager – Early Years

6

Report Title: 30 Hours Entitlement for Working Parents of 3-4 year olds from September 2017

Agenda Item: 6

1. Purpose of Report

- 1.1 To update the Education Board on the progress of implementation of 30 hours.**
- 1.2 To provide reassurance and best value to ensure the use of the funding which is centrally retained and administrated through the Dedicated Schools Grant under The School and Early Years Finance (England) Regulations 2017. In order for the Local Authority to meet its statutory duties under the Childcare Act 2006, Sections 6,7 and 7A.**

2. Recommendations

- 2.1 To request the completion and submission to the Education Board of an Equality Impact Assessment for all providers including schools who are planning significant changes to their nursery admission criteria from September 2017**
- 2.2 To require all providers including schools delivering nursery places to sign the Providers Agreement by September 2017. Please note: this is currently in draft due to go out on June 9th to all providers for comment. The draft agreement has been developed using the DfE Model Agreement Document (March 2017)**
- 2.3 To require all schools delivering nursery provision under early years ratios, where the children are not registered pupils of the school, to complete the Early Years headcount and Census information**

3. Background/Context

Local authorities **are required** by legislation to:

Secure free places offering 570 hours a year over no fewer than 38 weeks of the year¹ and up to 52 weeks of the year for every eligible child in their area from the relevant date

From September 2017 SBC has an additional statutory duty to ensure that there is sufficient childcare available for all parents eligible to access the new extended entitlement. This is free provision - an additional 15 hours a week for working parents of

three- and four-year-olds (on top of the universal entitlement of 15 hours a week for all three and four year olds). Eligibility for the additional hours will be determined by HMRC.

Please note that the term 30 hours is used as a way of describing the 15 hours universal funding for all children and the additional 15 hours for working parents. This equates to a maximum of 1140 hours per year, which can be taken within term time or extended over more weeks.

SBC expects all providers including schools to offer flexible options to meet the needs of both children and working parents. It is important to note that some of these children will only be 37 months old and 30 hours is equivalent to full time school attendance.

Local authorities must ensure they meet their duties under the Equality Act 2010 and take account of the Special Educational Needs and Disability (SEND) Code of Practice 0-25 when securing free places.

The [Equality Act 2010](#) introduced the term 'protected characteristics' to refer to groups that are protected under the Act. These groups are: age, disability, gender reassignment, marriage and civil partnerships, maternity/pregnancy, race, religion and belief, sex, sexual orientation.

In addition, the Council has identified the need to assess the impact of a policy, service function or restructure on carers, looked after children (as part of the age characteristic) as well as the socioeconomic impact of different groups, such as employment classifications.

An EA provides an assessment of the impact of decisions relating to a policy, service function or restructure on particular customers, residents and staff.

Anyone planning a project or activity in the community activity on behalf of Southend Borough Council or in partnership with them should complete an Equalities Impact Assessment (EIA). The EIA should be submitted to Education Board for consideration who will then establish if providers or schools need to complete any further community impact assessment.

4. Summary of benefits of the proposal

The 30 hours free childcare entitlement has benefits for Southend. These include:

- Enable the local authority to meet its statutory functions
- Opportunities for working parents to access high quality, flexible childcare
- The recruitment and retention of skilled staff i.e. early years teachers and support staff
- Supporting children with preparing for school and effective transitions

4.1 Poverty Agenda

In addition the entitlement will enable parents to enter work, to increase working hours or change working patterns which contributes to lifting children out of poverty. It will enable

some families to move from informal to formal high quality childcare arrangements and help allow families more time spent together. The benefits to parents include:

- being able to save up to £5,000 per year in childcare costs by accessing an additional 570 free childcare hours per year
- further savings through Tax-Free Childcare worth up to £2,000pa per child (or £4,000 for children with SEND) which is available to a wider range of working parents than childcare vouchers (self-employed, zero-hours contracts etc) and for children from 0-12 (or 17 with SEND)

5. Implications of the report

To raise the concerns of ensuring targeted 2 year olds and children only entitled to the universal 15 hours for 3 – 4 year olds are not negatively impacted by providers including schools by policy change decisions.

Historically school nursery provision was developed in areas of deprivation to provide high quality early years education for Southend's socially disadvantaged children. Any major policy change can have a direct impact of displacing our most vulnerable children.

From April 2017, the Early Years Foundation Stage mandatory framework allows school nursery classes to be able to decide on the governance structure in which they operate. The Early Years Entitlements: Operational Guidance (DfE April 2017) this clearly states whether the school needs to return data via the school census or the early year's census.

This has implications for schools currently only recording data via the school census.

6. Financial implications

It is expected that the 30 hours entitlement will have an impact on the sustainability. From April 2017 there has been a small increase in the funding rate for PVI providers and a staged decrease for school provision to March 2019 when all funded places will be at a flat rate per child.

For the majority of providers the funding rate for the additional 15 hours pw will represent a decrease in funding as their standard funding rate per hour for wrap-around childcare is higher than the local authority funding rate. This could have a significant impact on the sustainability of childcare providers and schools in Southend. Some providers have indicated that they will either not be offering more than the universal 15 hours free childcare or very limited 30 hours places.

There is a concern that some PVI provision could become unsustainable and have to cease trading – having a negative impact on the LA statutory duty to ensure sufficient childcare provision. Early Years have provided business training for providers and continue to work with providers to look at business planning and delivery options to support sustainability

Early Years will be carefully monitoring this potential impact and will raise concerns to the Education Board.

7. Consultation

Full consultation took place in December 2016, the agreement/handbook will go for comments only. This has been developed using the DfE Model Agreement framework (2017) to be fully in place by September 2017.

Risk associated with the report
Universal provision – vulnerable children -impact

6. Background Papers

- Early education and childcare statutory guidance for local authorities (DfE March 2017)
- Early years entitlements: operational guidance for local authorities and providers (DfE April 2017)

Southend-on-Sea Education Board

on

7th June 2017

Report prepared by:
Cathy Braun GM SBC

7

Report Title: The Future Provision of Secondary Places in Southend
Agenda item: 7

1. Purpose of Report

- 1.1 This report is to update Board with a progress report on the strategy for the provision of secondary places as overseen by the School Places Working Party.

2. Recommendations

2.1 For Board to note the report

The following recommendations are taken from the draft minutes of the school places working party

(To meet immediate needs by September 2018)

- To agree the continuation of expansion discussions with Good and Outstanding Schools

(To meet the additional need for September 2019)

- To agree an initial exploration with a small number of Academy Trusts regarding a secondary free school
 - To agree exploring expansion opportunities with schools that currently require improvement
- In addition
- That officers should continue dialogue with faith schools regarding future expansion, where there is excess demand but places should be for Southend children only

3. Background/Context

3.1 On 23 June 2015, Cabinet resolved that officers undertake consultations with existing secondary schools regarding expansions to meet increases in pupil population demand.

3.2 Long-term forecasts for secondary schools are reasonably accurate, as the numbers of primary pupils transferring to secondary schools are already known. The increased birth level indicates the continuation of high pupil numbers in primary and subsequently in secondary schools is currently stable with no current indication that numbers will reduce. By comparison, there has been a permanent increase of around 9 forms of entry (FE) and nearly 3FE in bulge years within the primary sector. The total cost for the primary expansion was nearly £25 million.

- 3.3 Over the last four years we have seen an average net loss at secondary transfer (year 7) primarily to Essex schools of 300 pupils for mainstream places and a net gain from Essex, the London Boroughs and other sources of 567 pupils for selective places (those reaching the pass mark for the eleven plus examination and/or entering Southend Catholic faith schools).
- 3.4 Previous attempts to secure Essex County Council (ECC) accurate and reliable school planning data have not always proven successful or helpful. However, more recent communication indicates that their own pupil forecasts identify that due to their own pupil population increase and housing developments surrounding the Essex/Southend boarder, from 2018 they will only be able to offer limited secondary places to Southend children and from 2019 they will have no capacity to offer any secondary places to Southend resident pupils. Whilst this very recent information from ECC is helpful, officers will continue to work using this intelligence as a factor when determining accurate Southend predictions. This factor has increased the number of deficit places to beyond the primary expansions taking the need to 12 FE plus 2 further FE in bulge years. A summary of the latest forecasts is included in Appendix 1
- 3.5 The first shortfall of places appears in 2018 where 4-5 forms of entry are needed followed by a further 6 FE in 2019
- 3.6 Secondary school place offer day was the 1st March 2017. Overall there was a 1.7% increase in the number of pupils applying for a school place (32 more pupils, which is just over one form of entry). Southend Borough Council was successful in ensuring that every child who had requested a school place was allocated a school place. However the underlying pressures alluded to in this report have started to manifest themselves, reflected in a slightly lower percentage of places offered to pupils for their first choice of school (76% compared to 79% in 2016). In addition there was a 2% increase in parents not receiving any of their preferences (7% for 2017 compared to 5% in 2016). Officers are currently working with school leaders in those schools where there are particular place pressures.

4 Summary of progress so far

4.1 To meet the initial need in 2018 discussions have progressed with 3 secondary academies graded good or better by Ofsted to expand by 2FE per site. One of these has progressed to planning and one is at feasibility stage. Expansions with 'good' secondary schools are intended to meet the 2018 need. We are currently working with Eastbrook, Shoeburyness High School and Belfairs to secure firm commitments to ensure the required forms of entry for 2018 meet our predicted needs

4.2 The LA is investigating the feasibility of a free school and is in communication with existing and proven academy trusts regarding submitting a bid to the Department for Education (DfE). This would be through a centrally funded route, whereby a trust puts a bid in directly to the DfE. The department, using this route, would fund all capital costs associated but would reduce the basic need grant paid to the Council.

4.2 The DfE expects that schools should not generally expand if they are eligible for intervention by the local Regional Schools Commissioner (RSC). This is to safeguard underperforming schools becoming compromised by expansion. It is accepted that there will be exceptional cases where there is no viable alternative to ensuring sufficient school places locally.

4.4 In-depth discussions were also undertaken with secondary faith schools regarding the potential for expansion; however there was insufficient evidence that increasing places at these schools would secure places for Southend children due to their oversubscription criteria for admissions prioritising out of area Catholics, over Southend resident non-practising Catholics. There is little evidence to suggest that the Catholic population has increased for the immediate need (2018/19), however expanding these schools remains an option for 2021 onwards where pupils attending the expanded Catholic primary school will reach secondary age.

5 Implications of the report

Financial implications

We are currently awaiting the wave 13 Free School application guidance, this is held up as a result of the General Election. SBC will consider closely next steps should that guidance challenge the basic need element of a free school,

Consultation

Consultation may be required for any school or academy that is considering significant changes to its original funding agreement.

Risk associated with the report

The capital costs of a new free school is a major risk should the DfE change the criteria for allocation of capital funds under wave 13.

The DfE consider the location and nature of any new school in relation to existing provision.

6 Background Papers

Appendix one

Appendix 1 – Forecast Numbers including impact of Essex places and Illustrated Forms of Entry Expansions

	Year 7 Forecast	Essex Places pushed back to SBC	Year 7 Forecast + Pushback	Anticipated	Surplus/Deficit	Number of FE Required	Number of Places	Total Places	Surplus/Deficit
				PAN*	(B-A)		(D*28)	(B+E)	(F-A)
	A	Ai	Aii	B	C	D	E	F**	G
2017/18	2265	0	2265	2300	35	0	0	2300	35
2018/19	2361	60	2421	2300	-121	5	140	2440	19
2019/20	2525	75	2600	2320	-280	10	280	2600	0
2020/21	2540	90	2630	2320	-310	12	336	2656	26
2021/22	2583	105	2688	2320	-368	14	392	2712	24
2022/23	2585	105	2690	2320	-370	14	392	2712	22
2023/24	2547	105	2652	2320	-332	12	336	2656	4
2024/25	2476	105	2581	2320	-261	10	280	2600	19
2025/26	2508	105	2613	2320	-293	11	308	2628	15

*PAN is combined PAN as known for 2017/18. From 2019/20 including additional places at Cecil Jones.

**Column F indicates the anticipated increased combined PANs.

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Southend-on-Sea Education Board

on

7th June 2017

Report prepared by:
Brin Martin Director of Learning SBC

8

Report Title: SEND Joint Area Inspection of SEND by OfSTED and CQC
Agenda Item: 8

1. Purpose of Report

1.1 This report is to update Board on the impending SEND/CQC inspection, and share the preparations that we and other partners are undertaking.

2. Recommendations

2.1 For Board to note the inspection preparation arrangements

2.2 For Board to encourage through their various constituencies awareness and support for a future inspection.

3. Background/Context

Ofsted and CQC jointly inspect local areas to see how well they fulfil their responsibilities for children and young people with special educational needs and/or disabilities. The responsibilities are set out in the Children and Families Act 2014 and amplified in regulations and in the 'Special educational needs and disability code of practice: 0 to 25 years'. The Code of Practice is statutory guidance published by the Department for Education and the Department of Health. The duties came into force in September 2014. To date 30 local area inspections have taken place.

The inspection will be for 5 days (with one week notice) and will look at both the Local Authority and Health.

4. Summary of the preparations so far

4.1 An inspection preparation team are meeting regularly and have an action plan in place.

4.2 In order to strengthen our preparations for this inspection an independent thematic peer review will take place on July 12th and 13th the key question of the review is:

'Do all stakeholders have a clear and shared understanding of their respective responsibilities and duties in identifying and supporting learners with SEND?'

4.3 The inspection outcome letters of the first 20 inspections have been analysed and the findings summarised. An emerging theme for several outcome letters

provided particularly useful feedback regarding weaknesses around health readiness.

4.4 To ensure clarity on the current position, strategically and operationally we are currently completing an audit of performance of SEND and drafting a SEF accordingly.

4.5 Feedback on the inspection process from authorities who already have been inspected has been being analysed.

4.6 A meeting between the strategic leaders for the Local Authority and Health is being arranged to ensure joined up and prepared thinking.

4.7 Following the prescribed format, a meeting schedule has already been established, and invitation sent out for the Peer review, as a “dry run” for the full inspection.

5. Implications of the report

5.1 Financial implications

No additional implications

5.2 Consultation

None required, although engagement of parents, families and children is a key feature of successful SEND provision.

5.3 Risk associated with the report

The inspection does not lead to a judgement in the same way a school is judged. However the report is made public. Contingent upon what the inspectors find, a letter is written outlining all of the findings. If the team have concerns then they can issue the requirement for the Area to write a statement of action on how they intend to address then weaknesses found.

6. Background Papers

None

Education Board, agenda item 10 6th June 2017

Possible areas for Southend/wider SI bids

Area	Priority	Funding Source/s	Delivery Vehicle	Date	Comment
Targeted vulnerable secondary schools	High	S2S, intervention, school. Possible DfE*	SETSA contractors	Sept 17	
Targeted vulnerable primary schools identified from the risk register	High	S2S, intervention, school. Possible DfE*	SETSA contractors	Sept 17 ?	
Seabrook	High	Intervention, other (PLT)	TBC, PLT	Asap, to span 90 day plan	
Primary reading, diminishing the difference	High	DfE	TBC	June 17	
Narrowing achievement gap	High	Project, DfE*	TBC, possible commercial	Sept 17 start	Possible collaboration
GS project	High	Project	TBC, in collaboration with the GS	Started	
SEND	High	SLA, intervention, DfE* possible link to SEND review	TBC	Sept 17	
R&R	Medium	SETSA, project, DfE*	TBC	?	Possible collaboration
CLA KS4	High	DfE*, project	TBC	June 17	Possible collaboration
Behaviour/inclusion	High	DfE*	TBC	?	
AND...					
Leadership/governance					

Funding Sources:

- SETSA funded by SETSA teaching school funding allocation as part of its mission as a teaching school
- SLA funded through the use of the SBC SLA for the “first 50” generic functions undertaken by the teaching school as part of its core business
- Intervention funded by the “second 50” part of the SLA with SBC, commissioned directly by the SPSG or DoL
- S2S funded by bid money from SETSA to support specific schools
- Project activities over and above the SLAs, funded directly from SBC
- School SETSA commissioned directly by a school, all or matched funding
- DfE SI fund funded through use of successful bid money for new fund (state year of allocation) ***subject to agreement and bid**
- Other state source

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Education Board Forward Plan 2017/18

24th June 2017	11th October 2017	5th December 2017	16th January 2018	13th March 2018	5th June 2018
SEN Funding Preparation of 2 year old 15hrs to 30hrs Feedback from Sub Groups Dates for 2017/18 – Board and Sub Group Mtgs	Budget Review Early Years Funding School Performance Scrutiny Recruitment & Retention Review of Terms of Reference	SLAs Effectiveness of Children’s Centres Contract Review & Grants	Final Budget	T.b.a.	T.b.a.
<u>Standing Agenda Items</u> Membership Budget SEND Inspection	<u>Standing Agenda Items</u> Membership Budget SEND Inspection	Review of Ambitions Document Sign-off AER <u>Standing Agenda Items</u> Membership Budget SEND Inspection	<u>Standing Agenda Items</u> Membership Budget SEND Inspection	<u>Standing Agenda Items</u> Membership Budget SEND Inspection	<u>Standing Agenda Items</u> Membership Budget SEND Inspection

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Southend-on-Sea Borough Council

Agenda
Item No.

Report of Deputy Chief Executive - People
and Director of Finance and Resources

to

Education Board

on

7 June 2017

Report prepared by: Christine Hickey
Schools Finance Service Manager, Financial Management

School Balances at end of 2016/17

1. Purpose of the Report

- 1.1 To advise on the position of maintained school balances as at 31st March 2017.

2. Recommendations

- 2.1 That the report be noted.

3. Background

- 3.1 The budgets of schools are managed by schools directly and any surpluses and deficits are carried forward from one year to the next. Responsibility for budget management lies with school governing bodies, except where the Council withdraws delegation, due to unsatisfactory management.
- 3.2 The report relates to maintained school balances only; Academies' accounting year runs between September and August and they are required to report directly to the Education & Skills Funding Agency and produce audited accounts in line with the 'Statement of Recommended Practice (SORP) for Charities.
- 3.3 Maintained School balances are separated into revenue and capital. Revenue balances comprise of the unspent annual budget share; community focused extended services balances; and other revenue funds. Capital balances arise mainly from the annual formula capital allocation which is paid to the Council by the DfE as an earmarked capital grant.

4. Review of balances

4.1 The table below shows schools' balances in Southend for the period from 2014/15 to 2016/17. Balances have been restated for previous years to take account of schools that converted to Academy status. Appendix 1 sets out the detailed analysis of individual schools budgets.

Financial Year	Revenue	Community	Capital	Total
	excluding	Focused		
	Community	Extended		
	Focused			
2014/15	£5.22m	£0.18m	£0.14m	£5.54m
2015/16	£5.73m	£0.08m	£0.07m	£5.89m
2016/17	£5.62m	£0.04m	£0.03m	£5.69m

4.2 The March 2017 revenue balances represent 9.9% of revenue resources available to schools in that financial year (see Appendix 2).

5. School by school analysis

5.1 The figures in Appendix 1 provide a breakdown on a school by school basis of the balances as at the end of the financial years 2015/16 and 2016/17, i.e. 31st March 2016 and 31st March 2017.

5.2 Revenue balances have decreased by 2.64% to £5,660,720, resulting in a decrease in revenue balances of £149,712 between 2015/16 and 2016/17. More detailed analysis shows:

- Primary school revenue balances have increased by 3.92% reflecting an in year net increase of £186,961.
- Futures remains the last Secondary school, their revenue balances have decreased from £241,033 to £3,850.
- Special school revenue balances have decreased by 11.15% from £991,930 to £892,440.

5.3 The capital balances have reduced to £32,834.

5.4 Schools have transferred £1,131,255 of revenue into capital by means of a 'revenue contribution to capital'; which equates to 1.97% of available revenue resources. Appendix 3 lists all the revenue contributions to capital expenditure by schools for 2014/15 to 2016/17.

5.5 There are no schools in a deficit position, all schools prepare a long term budget plan which is reviewed by the Local Authority annually.

- 5.6 The following schools converted to Academy during 2016/17:
- West Leigh Junior school
 - Porters Grange Primary
 - Hamstel Infants
 - Hamstel Juniors
 - Friars Primary
 - Hinguar Primary
 - Bournes Green Infant School
 - Thorpedene Primary School
 - Thorpe Greenways Infant and Junior schools and
 - Bournemouth Park Primary

6. Review of Surplus Balances

- 6.1 Appendix 2 shows the surplus revenue balances as a percentage of revenue resources for 2016/17 and indicates the direction of travel of surplus revenue balances over the past two years.
- 6.2 In reviewing the level of surplus balances, the thresholds used for the claw back of surplus balances in previous years has been used as a guide. The thresholds used previously were 8% for Primary and Special schools and 5% for Secondary schools.
- 12 of the 19 Primary Schools have balances exceeding 8%
 - The average Primary balance is 13.3%, with the highest being 24% and the lowest 1.4%.
 - Futures Secondary School balance has reduced significantly in 2016/17, with a balance of 0.1%.
 - Three of the four Special Schools have a balance exceeding 8%,
- 6.3 All schools have submitted a return advising of their 'Revenue Carry forward expenditure plans'. The returns have been reviewed and the plans checked against supporting documentation provided by the school. Of the £5,660,720 of surplus balances, £3,011,005 have been verified as being 'Committed Balances', £2,604,104 as uncommitted balances / contingencies and £45,611 for Extended revenue balances.

6.4 Appendix 4 shows the categories of how the committed balances will be spent per school. The table below summarises the total and the % of the committed balance:

Category of expenditure	Amount £	% of Committed balance
Capital / maintenance projects	£1,391,774	46.22%
To balance 2017/18 budget	£588,668	19.55%
Unspent grant funding including Pupil Premium	£338,204	11.23%
School Equipment	£82,553	2.74%
Staffing	£215,434	7.15%
Traded Accounts	£224,132	7.44%
Other –	£170,239	5.65%

6.5 Individual school plans will be reviewed in light of the amounts required to balance 2017/18 budgets and for staffing to assess the long term sustainability of using the surpluses for these purposes.

7. Appendices

Appendix 1 – School balances 2015/16 and 2016/17

Appendix 2 – Revenue balances as a percentage of total revenue resources

Appendix 3 - Revenue Contributions to Capital for 2014/15 to 2016/17.

Appendix 4 – Summary of Committed revenue carry forward plans.

School Balances - Education Board 7 June 2017						Appendix 1									
School Balances 2015/2016 and 2016/2017															
		←-----2015/16-----→						←-----2016/17-----→							
		Revenue excluding Community Focused CF	Community Focused Revenue CF	Total Revenue	Capital CF	Total Carry Forward at 31/3/16	Revenue excluding Community Focused CF	Community Focused Revenue CF	Total Revenue	Capital CF	Total Carry Forward at 31/3/16	Total movement Revenue C/fwd. between 15/16 - 16/17	Total movement Capital C/fwd between 15/16 - 16/17	Total movement C/fwd between 15/16 - 16/17	
												£	£		
Primary Schools															
Barons Court Infants		384,984		384,984	6,672	391,655	304,025		304,025	304,025	-80,959	-6,672	-87,630		
Bourmes Green Junior		147,805		147,805		147,805	192,776		192,776	193,881	44,971	1,104	46,076		
Chalkwell Hall Infants		165,910		165,910		165,910	170,059		170,059	170,059	4,150	-	4,150		
Chalkwell Hall Junior		131,192	54,643	185,836		185,836	142,852	34,575	177,427	177,427	-8,409	-	-8,409		
Earls Hall Primary		77,373		77,373		77,373	167,420		167,420	167,420	90,047	-	90,047		
Eastwood Primary		298,686	3,689	302,375		302,375	325,542		325,542	325,542	23,167	-	23,167		
Edwards Hall Primary		216,141		216,141		216,141	271,630		271,630	271,630	55,489	-	55,489		
Fairways Primary		170,487		170,487		170,487	163,022		163,022	163,022	-7,464	-	-7,464		
Heycroft Primary		58,094		58,094		58,094	25,024		25,024	25,024	-33,069	-	-33,069		
Leigh North Street Primary		417,510		417,510		417,510	495,260		495,260	495,260	77,750	-	77,750		
Milton Hall Primary		204,065	17,702	221,768	13,537	235,305	187,558	9,014	196,571	196,571	-25,196	-13,537	-38,733		
Our Lady of Lourdes RC		191,858		191,858		191,858	112,906		112,906	112,906	-78,952	-	-78,952		
Richmond Primary		350,744		350,744		350,744	378,250		378,250	378,250	27,506	-	27,506		
Sacred Heart RC		201,359		201,359		201,359	93,861		93,861	93,861	-107,498	-	-107,498		
St George's Catholic Primary		127,807		127,807		127,807	166,129		166,129	166,129	38,322	-	38,322		
St Helen's RC Primary		235,301		235,301	54,727	290,028	155,340		155,340	187,069	-79,962	-22,997	-102,959		
St.Mary's C of E		157,249		157,249		157,249	103,710	2,023	105,732	105,732	-51,517	-	-51,517		
Temple Sutton		780,779	2,038	782,816		782,816	905,359		905,359	905,359	122,542	-	122,542		
West Leigh Infnt		182,053		182,053		182,053	358,095		358,095	358,095	176,042	-	176,042		
Total Primary Schools		4,499,396	78,072	4,577,468	74,936	4,652,404	4,718,818	45,611	4,764,429	32,834	4,797,263	186,961	-42,102	144,859	
Secondary Schools															
Futures Community College		241,033	-	241,033	-	241,033	3,850	-	3,850	3,850	-237,183	-	-237,183		
Total Secondary Schools		241,033	-	241,033	-	241,033	3,850	-	3,850	-	3,850	-237,183	-	-237,183	
Special Schools															
Kingsdown		260,624	-	260,624	-	260,624	223,876		223,876	223,876	-36,748	-	-36,748		
Lancaster		179,579	-	179,579	-	179,579	257,710		257,710	257,710	78,131	-	78,131		
Seabrook College (inc. PRU)		344,650	-	344,650	-	344,650	93,972		93,972	93,972	-250,678	-	-250,678		
St Nicholas		207,078	-	207,078	-	207,078	316,883		316,883	316,883	109,805	-	109,805		
Total Special Schools		991,930	-	991,930	-	991,930	892,440	-	892,440	-	-99,490	-	-99,490		
Total All Schools		5,732,360	78,072	5,810,432	74,936	5,885,367	5,615,109	45,611	5,660,720	32,834	5,693,554	-149,712	-42,102	-191,814	

School Balances - Education Board 7 June 2017					Appendix 2				
Revenue balances as a percentage of total revenue resources									
	A		B	A+B=C	D				
	Revenue balances (excluding Community Focused BF) 2015-16 £	% CF of Total Revenue 2015/16	Revenue Income (excluding Community focused) 2016-17	Total Revenue Resources 2016-17	Total Revenue CF 2016-17	% CF of Total Revenue	In excess of 8 / 5%	Direction of Travel	C/fwd as a % of annual income
Primary Schools							8%		
Barons Court Infants	384,984	23.1%	1,290,284	1,675,268	304,025	18.1%	Y	↓	24%
Bournes Green Junior	147,805	11.9%	1,122,063	1,269,868	192,776	15.2%	Y	↑	17%
Chalkwell Hall Infants	165,910	10.1%	1,474,033	1,639,942	170,059	10.4%	Y	↑	12%
Chalkwell Hall Junior	131,192	9.9%	1,771,772	1,902,965	177,427	9.3%	Y	↑	10%
Earls Hall Primary	77,373	4.3%	2,899,525	2,976,898	167,420	5.6%	-	↑	6%
Eastwood Primary	298,686	14.9%	2,124,323	2,423,010	325,542	13.4%	Y	↑	15%
Edwards Hall Primary	216,141	12.0%	1,683,626	1,899,766	271,630	14.3%	Y	↑	16%
Fairways Primary	170,487	7.9%	1,971,453	2,141,939	163,022	7.6%	-	↔	8%
Heycroft Primary	58,094	3.2%	1,784,649	1,842,743	25,024	1.4%	-	↓	1.4%
Leigh North Street Primary	417,510	26.5%	2,820,415	3,237,926	495,260	15.3%	Y	↑	18%
Milton Hall Primary	204,065	6.1%	3,542,534	3,746,599	196,571	5.2%	-	↔	6%
Our Lady of Lourdes RC	191,858	10.1%	1,689,903	1,881,761	112,906	6.0%	-	↓	7%
Richmond Primary	350,744	15.0%	2,117,237	2,467,981	378,250	15.3%	Y	↑	18%
Sacred Heart RC	201,359	12.9%	1,348,456	1,549,815	93,861	6.1%	-	↓	7%
St George's Catholic Primary	127,807	12.5%	1,022,239	1,150,046	166,129	14.4%	Y	↑	16%
St Helen's RC Primary	235,301	17.6%	1,227,011	1,462,312	155,340	10.6%	Y	↓	13%
St.Mary's C of E	157,249	6.2%	2,625,699	2,782,947	105,732	3.8%	-	↓	4%
Temple Sutton	780,779	15.1%	4,812,285	5,593,064	905,359	16.2%	Y	↑	19%
West Leigh Infnt	182,053	10.6%	1,625,008	1,807,061	358,095	19.8%	Y	↑	22%
Total Primary Schools	4,499,396	11.7%	38,952,515	43,451,912	4,764,429	11.0%			11.0%
Secondary Schools							5%		
Futures Community College	241,033	5.0%	3,771,553	4,012,587	3,850	0.1%	-	↓	0%
Total Secondary Schools	241,033	4%	3,771,553	4,012,587	3,850	0.1%			0.1%
Special Schools							8%		
Kingsdown	260,624	9.9%	2,501,555	2,762,179	223,876	8.1%	Y	↓	9%
Lancaster	179,579	10.1%	1,623,076	1,802,655	257,710	14.3%	Y	↑	16%
Seabrook College	344,650	9.6%	3,157,298	3,501,948	93,972	2.7%	-	↓	3%
St Nicholas	207,078	12.2%	1,650,252	1,857,330	316,883	17.1%	Y	↑	19%
Total Special Schools	991,930	12.9%	8,932,181	9,924,112	892,440	9.0%			
Total All Schools	5,732,360	10.2%	51,656,250	57,388,610	5,660,720	9.9%			10.96%

School Balances - Education Board 7 June 2017		Appendix 3	
Revenue contributions to capital			
	2014/15	2015/16	2016/17
Primary Schools			
Barons Court Infant School	52,729	2,489	48,781
Bournes Green Junior school	49,349	48,249	
Chalkwell Hall Infant School	77,048	56,214	52,041
Chalkwell Hall Junior School	83,936	90,795	10,198
Earls Hall Primary School	172,066	347,608	37,961
Eastwood Primary	55,732	30,064	48,384
Edwards Hall Primary	115,362	63,345	
Fairways Primary School	51,774	20,206	7,029
Heycroft Primary	724	1,669	775
Leigh North Street Primary School	41,534	34,415	15,263
Milton Hall Primary School	-	-	41,912
Our Lady of Lourdes	-	-	
Richmond Primary	219,085	76,167	111,644
Sacred Heart Catholic Primary School	-	34,480	
St. George's Catholic Primary School	-	-	
St. Mary's C of E Primary School Prittlewell	25,334	60,620	
Temple Sutton	331,218	307,016	540,735
West Leigh Infant School	26,937	31,682	11,169
	1,302,828	1,205,019	925,892
Secondary Schools			
Futures	17,175	749	12,418
	17,175	749	12,418
Special schools			
Kingsdown School	102,319	117,590	119,960
Lancaster School	18,262	31,017	42,776
Seabrook College	75,654	42,674	1,385
St. Nicholas School	39,113	60,234	28,824
	235,348	251,515	192,945
Grand Total	1,555,352	1,457,283	1,131,255

Summary of Committed Revenue Carry Forward Expenditure Plans 2016/17										Appendix 4				
School	B01	B02	B06	Total Closing Balance	Unspent Pupil Premium	Ring fenced income/ grants ie. Sports Grant	Capital / Maintenance projects	School Equipment	To balance 2017/18 budget	Staffing	Traded Accounts	Other	Total B01	
Barons Court Primary School	129,594.00	174,431.03	-	304,025.03		895	67,393		61,306				129,594	
Bournes Green Junior School	37,032.00	155,744.35		192,776.35	11,242	6,791	18,999						37,032	
Chalkwell Hall Infants School	45,739.02	124,320.47		170,059.49	5,955	212	39,572						45,739	
Chalkwell Hall Junior School	118,369.79	24,481.92	34,575.09	177,426.80	85,707	663	32,000						118,370	
Earls Hall Primary School	73,121.00	94,298.88		167,419.88	4,542	1,342			67,237				73,121	
Eastwood Primary School	87,938.00	237,604.39		325,542.39			48,500			39,438			87,938	
Edwards Hall Primary School	194,165.00	77,464.61		271,629.61	37,463	4,816	129,646				15,904	6,336	194,165	
Fairways Primary School	97,632.00	65,390.31		163,022.31	13,544				84,088				97,632	
Futures Community College	3,850.47	-		3,850.47					3,850				3,850	
Heycroft Primary School	25,024.27	-		25,024.27	7,787				17,237				25,024	
Kingsdown School	134,359.30	89,516.67		223,875.97	33,537	207	76,500	24,115					134,359	
Lancaster School	133,705.00	124,004.87		257,709.87			133,705						133,705	
Leigh North Street Primary School	372,465.17	122,795.12		495,260.29	10,082	6,859	58,800		116,948		179,777		372,466	
Milton Hall Primary School	186,251.78	1,305.95	9,013.71	196,571.44			22,496		163,756				186,252	
Our Lady of Lourdes Catholic Primary School	-	112,906.00		112,906.00									-	
Richmond Avenue Primary School	261,058.00	117,191.94		378,249.94	56,936	7,877	165,000				28,451	2,794	261,058	
Sacred Heart Catholic Primary School	15,996.00	77,865.04		93,861.04						15,996			15,996	
Seabrook College	78,136.00	15,835.69		93,971.69	824	2,066		1,000	74,246				78,136	
St George's Catholic Primary School	87,545.00	78,583.95		166,128.95	10,866		18,284	55,374				3,020	87,544	
St Helen's Catholic Primary School	101,510.65	53,828.91		155,339.56	1,751	2,622	95,074	2,064					101,511	
St Mary's Church of England Primary School	10,841.46	92,868.13	2,022.51	105,732.10	9,717	1,124							10,841	
St. Nicholas	11,414.00	305,468.95		316,882.95			4,325					7,089	11,414	
Temple Sutton Primary School	764,041.00	141,318.00		905,359.00	4,844	7,933	440,264			160,000		151,000	764,041	
West Leigh Infant School	41,216.00	316,878.62		358,094.62			41,216						41,216	
TOTAL	3,011,004.91	2,604,103.80	45,611.31	5,660,720.02	294,797	43,407	1,391,774	82,553	588,668	215,434	224,132	170,239	3,011,005	
	0.53	0.46	0.01		9.79%	1.44%	46.22%	2.74%	19.55%	7.15%	7.44%	5.65%	1	