

**READING BOROUGH COUNCIL**  
**REPORT BY FINANCIAL SERVICES**

<b>TO:</b>	<b>READING SCHOOLS FORUM</b>		
<b>DATE:</b>	<b>14 DECEMBER 2017</b>	<b>AGENDA ITEM:</b>	<b>7</b>
<b>TITLE:</b>	<b>CENTRAL EXPENDITURE AND DE-DELEGATION 2018-19</b>		
<b>SERVICE:</b>	<b>EDUCATION &amp; CHILDREN'S SERVICES</b>	<b>WARDS:</b>	<b>ALL</b>
<b>AUTHOR:</b>	<b>STEVEN DAVIES</b>	<b>TEL:</b>	<b>0118 937 4161</b>
<b>JOB TITLE:</b>	<b>EDUCATION &amp; SCHOOLS PRINCIPAL ACCOUNTANT</b>	<b>E-MAIL:</b>	<b>Steven.Davies@reading.gov.uk</b>

**1. PURPOSE AND SUMMARY OF REPORT**

- 1.1 This report identifies the key decisions for Schools Forum on centrally retained expenditure and on de-delegations and provides the background information to allow these decisions to be taken. In addition
- 1.2 To assist the schools funding formula work that will commence over the Christmas break, Schools Forum will have to make decisions relating to schools block budgets at this meeting. Other retentions can be deferred until January Schools Forum where decisions will need to be confirmed before the school formula submission deadline of the 19<sup>th</sup> January.

**2. RECOMMENDED ACTION FOR SCHOOLS FORUM**

- 2.1 **DECISION FOR ALL SCHOOLS FORUM:** To approve the Growth fund allocation and note the estimated future year projections. Section 4
- 2.2 **NOTE:** Copyright Licensing Agreement and Music Publishers Association
- 2.3 **DECISION FOR ALL SCHOOLS FORUM:** To approve the Central Block budgets for 18-19. Section 5
- 2.4 **DECISION FOR MAINTAINED SCHOOLS FORUM REPRESENTATIVES BY PHASE:** To de-delegate line by line the de-delegations in Section 6
- 2.5 **DECISION FOR ALL SCHOOLS FORUM:** To approve the Early Years Central budget retention. Section 7

## CENTRAL EXPENDITURE AND DE-DELEGATIONS

### 3 FUNDING BY BLOCK 2018-19

- 3.1 At present we have not received our 2018-19 Dedicated Schools Grant allocation based on October 2017 School Census. The LA is not in a position to confirm Schools' allocations until the January Schools Forum Meeting. This report will assist members on how the DSG blocks have changed and support the requests for central retained expenditure.

### 4 CHANGES IN BLOCKS - CENTRALLY RETAINED EXPENDITURE 2018-19

- 4.1 2018-2019 will see the implementation of the national funding formula for all blocks, including the introduction of the new Central Block. Apart from the Growth fund and copyright licensing, all other central budgets have moved from the Schools Block to the Central Block. Please refer to Annex 1 for details on all movements between blocks from national and local introductions.
- 4.2 Annex 2 to this report shows the anticipated Growth Fund in 2018/19 and projections for future years when the population growth starts to impact the secondary phase in Reading. The cost of this in 2018/19 is £1.0m. As well as school expansions, this also includes provisions for various contingencies that include adjustments to NNDR Budget and any requests relating to Falling rolls.
- 4.3 Copyright Licensing Agreement and Music Publishers Association  
Education Funding Agency has agreed central contracts for copyright and other licensing. This is charged to the schools block and having a central budget for all schools rather than charging schools individually. The charge is statutory from the Education Funding Agency. Annex 3 gives a detailed explanation of this balance. The estimated amount needed for 2018-2019 currently supplied by the ESFA totals £98k. This will be updated in January 2018 Schools Forum.

### 5. CENTRAL BLOCK

- 5.1 The central schools services block (CSSB) will be introduced in April 2018, to fund LAs for statutory duties that they hold for both maintained schools and academies. The CSSB brings together
- Education Services Grant (retained duties element)
  - Ongoing functions, such as admissions, previously top-sliced from the schools block
  - Historic budgets, previously top-sliced from the schools block

## CENTRAL EXPENDITURE AND DE-DELEGATIONS

### 5.2 Summary of Central Retentions for review and agreement relating to the Central Block.

Key	Type	Service	£000
5.3.1	On-going Budgets	Servicing Schools Forum	20
5.3.2		Admission	210
5.3.3		Education Services Grant (for all schools)	315
5.3.4		High Needs Support Post	34
5.3.5	Historic Budgets	Prudential borrowing	50
5.3.6		Children's Social Care	275
5.3.7		Children's Action Teams	224
5.3.8		School Improvement	116
5.3.9		Commissioning Support	15

#### 5.3.1 Servicing Schools Forum

This relates to Local Authority officer time to prepare and research reports, printing, refreshments, pre-meetings, contribution to website for publishing papers plus staff overhead contribution. The total budget of £20,000 compares to the median budget for Schools Forums quoted in the DfE guidance for Schools' Forums of £21k.

Estimated costs are provided below: -

- Staff costs include on-costs and overhead recovery rate of 15%
- Assume 223 working days pa
- Principal Accountant 20 days pa on reports, admin & attendance = £5,000
- Head of Finance 6 days pa on reports, admin & attendance = £2,500
- Other Senior Officer time total £10,000
- Administration including minute taking, provision of room, printing, catering, sundry etc £2,500

#### 5.3.2 Admissions

This funds the statutory admissions service for Primary and Secondary coordinated admissions and for all in year applications.

#### 5.3.3 Education Services Grant - General Duties

Since 2013, every Local Authority received the Education Services Grant. The grant is made up of two elements. General Duties and Retained Duties. We have provided additional details within Annex 4 supplied by the ESFA on what elements the funding would be used for.

## CENTRAL EXPENDITURE AND DE-DELEGATIONS

### 5.3.4 High Needs Financial Support

This will confirm the permanent appointment of the SEN Finance Officer within the LA that will manage all EHCP top-up funding processes and records financial data to assist the implementation of the SEN Strategy. This post has been on a fixed term contract since September 2016 and is currently funded out of the 2017-2018 Education Service Grant (ESG) de-delegation. Due to the pressures on the High Needs Block, the LA is requesting this to be paid out of the central block at the same time reducing the amount request from the de-delegation. This will be reviewed within budget building for 2019-2020.

### 5.3.5 Prudential borrowing

“Prudential borrowing” means borrowing money for the purpose of facilitating the modernisation and rationalisation of the school estate, where the revenue savings that will be achieved are equal to or more than the expenditure that will be incurred in borrowing the money.

Historically Reading has included a small ‘notional’ amount within the main schools block for prudential borrowing which reflects the fact that a significant element of the ongoing schools capital programme has historically been and will be funded by borrowing over many years, which represents a significant cost to the Authority. The cost which we have included here will be more than matched by revenue savings and/or offset the opportunity costs accruing from these projects. The charge is very small compared to the annual costs of servicing the debt associated with borrowing costs on major schools capital projects. If this were to be unfunded then it is likely that the capital programme would need to be scaled back.

### COMBINED BUDGETS (5.3.6 to 5.3.9)

Due to the changes within the DSG Blocks, combined budgets are classed as Historic liabilities and it’s the intention that any reductions in these budgets will lose funding for the DSG. Any decrease will be removed by the ESFA. When the new children’s company has been established then these budgets will be reviewed for 2019-2020 with possible reductions following. The LA is requesting these budgets to continue for 2018-2019 to assist the transitioning work to the children’s company.

### 5.3.6 Children Social Care

This contribution goes toward children’s safeguarding more generally including the Multi Agency Safeguarding Hub, as well as funding for the Virtual School for looked after Children.

## CENTRAL EXPENDITURE AND DE-DELEGATIONS

### 5.3.7 Children Action Teams

This contribution goes towards a range of Early Help services (which includes, notably family support, mental health, youth, EWOs, EPs, Troubled Families, TP, YOS, drug & alcohol) which the vast majority of schools in the borough access.

### 5.3.8 School Improvement

This has been used to support schools with significant issues regarding standards to support additional staffing. It also supports additional staffing costs if schools require greater leadership capacity. This funding helps to support head teachers new to the post and those new to Reading. This fund is connected to the de-delegation element that is detailed in 6.6 and further details are within Annex 5.

### 5.3.9 Commissioning

The current level of funding has enabled additional hours to be added to the Children's commissioning team (Access to Resources Team - ART) in order that the team can support the process of securing external SEN placements with good providers with increased value for money. Due to the growing numbers of external placements being used this funding is critical and supports the investment that the LA is doing within Commissioning. This has a vital part to play within the SEN strategy.

## 6 DE-DELEGATIONS

6.1 Maintained Schools Forum Members (by phase) are asked to vote to de-delegate the following areas

6.2 Summary of requested de-delegations for review and agreement

Key	Service	(17-18) £000	(18-19) £000
6.3	Support for EAL and Underachieving Groups	78	40
6.4	Behaviour Support	178	178
6.5	Union Facilities Agreement	48	45
6.6	School Improvement	233	141
6.7	Schools in Financial Difficulty	50	50
6.8	Education Services Grant	146	75
	TOTAL	733	529

## CENTRAL EXPENDITURE AND DE-DELEGATIONS

### 6.3 Support for EAL and Underachieving Groups

Equality Service Team has existed since the split of the Berkshire unitary authorities. Originally it was funded by Standards fund and then later via Schools de-delegation contributions and service level agreement. The increasing inflation costs of the department and the reduction in service level agreements over the last 4 years has forced the LA to review the service. A consultation will be published for views and recommendations, but the LA is consulting on closing the service from April 2018. Other options are being reviewed - for example, the service being moved out to the schools for schools to co-ordinate themselves (similar to the old Learning support service).

The LA recognises that there is a need in a limited number of schools that need translation and interpretation services, and that there remains a case for retaining a level of de-delegation so that the whole cost does not fall on these schools. Therefore the LA proposes to ask for a limited de-delegation to assist schools who need the support. We intend this to happen for 2018-2019 only to help these schools transition to new arrangements. The school will buy support, individually paid for and then claim back the money from the de-delegation. We expect the school to let the LA know before purchasing the support, due to limited funding. The funding will be supplied up to the funding total. No more funding will be supplied - this is similar to the cluster funding system).

The LA has requested a £40,000 budget, but would like views from schools forum members regarding the change and potential cover.

### 6.4 Behaviour Support

It was decided at the Schools Forum meeting in January 2017 to fund the Behaviour Support Services provision by de-delegation (£177.6k).

The Schools Forum is asked to continue with these funding arrangements for Behaviour Support for the next financial year.

The de-delegation of funding provides for Behaviour Support for all Primary Schools in RBC who are maintained by the Local Authority. Academies will have to purchase provision from Cranbury College through an individual service level agreement. This de-delegated fund will continue to allow Cranbury College to deliver a core behaviour support team offer. This core offer is currently for PSP support and TA support in the classroom supporting young people and staff.

9 Non-maintained Primary Schools currently purchase provision from Cranbury College as part of their own separate SLA.

## CENTRAL EXPENDITURE AND DE-DELEGATIONS

### Risk Factors

Without the de-delegation of funds to Cranbury College the behaviour support outreach team for Primary Schools will cease and this could have a devastating impact on reducing exclusions and would lead to further permanent exclusions.

### Future Developments

The College has developed its current offer and there are now additional services available for schools and academies to buy into. These services include bespoke training packages, staff consultations, coaching and mentoring for staff, group work and work with individuals. The College is still working towards being able to offer a more flexible provision to include time limited interventions at a Primary School level, Nurture Group support, as well as looking to develop our Alternative Provision offer. The college has also developed its outreach further into secondary schools and academies, with 4 from Reading now purchasing blocks of hours, and 2 schools bordering Reading.

### Current Data:

BST currently actively supporting 26 Primary Schools.

Case load for 2015-2016: 65

Case load for 2016-2017: 98

Current caseload 2017-2018: 90 and rising

### 6.5 Union Facilities Agreement

Successive governments have recognised the importance of good industrial relations and have legislated to provide a statutory basis for facilities time. These provisions are contained within the Employment Relations Act 1999, the Trade Union Labour Relations (Consolidation) Act 1992 and the Safety representatives and Safety Committees Regulations 1997.

Pooled funding is the most effective and efficient arrangement to help the local authority and all schools to meet their statutory obligations on trade union facilities time. It helps maintain a coherent industrial relations environment where issues and concerns, whether individual or collective, can be dealt with efficiently. It provides funding for union representatives to accompany workers to disciplinary or grievance hearings, attend union training, carry out union duties and relevant learning activities, and to carry out health and safety functions.

To cover each of these as the need arises, without the arrangements made possible through a central funding arrangement, would be considerably more costly for schools. This service is also available to academies and free schools

## CENTRAL EXPENDITURE AND DE-DELEGATIONS

via a service level agreement. The average cost of the service per school would equate to £1,500 per year.

We have attached a letter from the National Education Union within Annex 6 that also requests the central funding arrangements to continue.

### 6.6 School Improvement

Due to significant cuts in previous years relating to The Education Services Grant (ESG), Schools Forum agreed to support School Improvement in raising standards in maintained schools requiring support. Annex 5 has more information on the type of spend this de-delegation will be used for as well as what the additional central retained element will be paying for. This is a reduction in the amount requested (£92k) due to the transition process in the service over the next two years.

### 6.7 Schools in Financial Difficulty

When the Local Authority has issued a formal warning notice, removed delegated powers or replaced a governing body it is often the case that the school is already in a parlous state. The interim measures that have to be taken often incur further, one off costs to correct position for the future. These one-off exceptional costs (not including debts amassed prior to intervention) then add additional burden to the school. In recent years, 2 schools have requested funds relating to redundancy costs due to restructures. Schools Forum (maintained only) approve any request. Schools Forum are asked to agree the de-delegation and agree the allocation amount.

### 6.8 Education Services Grant (ESG)

This de-delegation is relating to the statutory duties covered in Annex 4 that is carried out for maintained schools only. Within 2017-2018, Primary maintained schools agreed to de-delegate £146k to support the transition from the grant reducing by over £1m from 2016-2017. The LA reduced various budgets and still had a gap to find of over £300k. The LA is still working at closing the gap and continues to find ways in funding services differently. (e.g. SEN finance post within the Central Block or increasing service level agreement charges).

Due to the ongoing pressures within other areas the LA has proposed a de-delegation of £75k for 18-19.



## CENTRAL EXPENDITURE AND DE-DELEGATIONS

### 7 EARLY YEARS BLOCK

- 7.1 Early Years central spend has to be approved by Schools Forum. The LA is requesting this decision to be made early to support the work on hourly funding arrangements for 2018-2019.
- 7.2 Early Years National funding formula was implemented in April 2017 and the ESFA introduced a transition process to only allow 7% of the Early Years Block to be spent on retained central budgets for 17-18 and then to be reduced to 5% in 18-19.
- 7.3 The table below outlined the proposed allocation of the centrally retained elements for 17-18 and 18-19. This funding is used to cover the costs of management and administration of the early years block. For 17-18 this allocation increased from 16-17 due to the increased work and capacity needed within the early years team due to the 30 hr implementation and the required support within other early years services.

Central Retained Fund	(17-18) £000	(18-19) £000
Portage Team	45	180
Early Education manager	44	48
EYFS Compliance and welfare requirements	38	41
Early Years Data, Sufficiency and performance data officer	40	41
2 year old and 30hr Data Officer	33	33
Compliance Officers (2fte)	64	64
EY Data assistant	33	29
SEND Advisory Teacher	57	59
Training, marketing, and Open objects software	33	35
Contribution to central LA costs	8	10
Dingley Contract	0	40
<b>Total</b>	<b>395</b>	<b>580</b>
Central retained budget percentage	3.28%	4.82%

- 7.4 Due to the current level of pressure within the High Needs Budget (estimated to be £3.7m by 31<sup>st</sup> March 2018), the LA has introduced project groups to review High Needs. For the last two years, The High Needs budget has contributed £280k to the Early Years block to fund high need activities.

List of High Need funded activities sitting in Early years.

- Snowflakes (£100k)
- Portage (£120k)
- Inclusion Fund (£60k)

## CENTRAL EXPENDITURE AND DE-DELEGATIONS

As part of the review by the LA, we are proposing to withdraw £180k worth of High Needs contribution and replace it with Early Years Block central spend. This has been implemented in many other LAs already and has caused trouble when the new percentage limits were introduced. As Reading Central percentage was 3.3% in 17-18 and we have had some budgets that have not been used. We propose to re-allocate this funding to assist the High Needs Block pressure and this will also have no impact on current services provided.

7.5 The figures are in a draft as the DSG allocations have not been published and the figures will be confirmed in January 2018 Schools Forum with Early years funding rates.

7.6 The LA will also review the maintained nursery schools (MNS) budget share due to the April 17-18 Implementation of early years national funding formula (EYNFF). The LA have 5 MNS (Ofsted rated outstanding) provisions and there funding rate was reduced by around 10% from 16-17 to 17-18 with other deprivation and NNDR budgets also changing or been removed. As the LA had two years to implement the change, we feel the implementation was too harsh on the MNS and changes may be needed to help MNS move forward. More details will follow in the early year's paper within January 2018 funding report.

## CENTRAL EXPENDITURE AND DE-DELEGATIONS

### Annex 1 - Dedicated School Grant Blocks for 2018-2019

The below table shows each central budget and where it was funded from in 2017-2018 and where the funding has moved due to the implementation of the national changes. Paragraph numbers have been added to help members understand the movement when reading the individual requests for approval.

Type	Budget/Service	17-18	18-19	18-19 Key
National Changes	Growth Fund	Schools Block	Schools Block	4
	Falling roles	Schools Block	Schools Block	4
	Copyright Licencing	Schools Block	Schools Block	4
	Servicing for Schools Forum	Schools Block	Central Block	5.3.1
	Admissions	Schools Block	Central Block	5.3.2
	Education Services Grant	Schools Block	Central Block	5.3.3
	Prudential Borrowing	Schools Block	Central Block	5.3.5
	Children's Special Care	Schools Block	Central Block	5.3.6
	Children's Action Teams	Schools Block	Central Block	5.3.7
	School Improvement	Schools Block	Central Block	5.3.8
	Commissioning	Schools Block	Central Block	5.3.9
	De-delegations	Schools Block	Schools Block	6
Local changes	High Needs Support	n/a - within de-delegations	Central Block	5.3.4
	Portage Early Help Services	High Needs Block	Early Years Block	7.4
	Early Years Inclusion fund	High Needs Block	Early Years Block	7.4

## Annex 2 - Expanding school allocations 2018-19 (Revenue Funding Only)

School Name	Expanding/bulge class	number of children	Year group(s) as @ Sept 18	18-19	19-20	20-21	21-22	22-23
Alfred Sutton	Expanding	30	Yr 6	68,408	0	0	0	0
St Michaels	Expanding	30	Yr 6	68,408	0	0	0	0
New Town (12 months)	Expanding	30	Yr 6	117,270	48,863	0	0	0
Southcote	Expanding	30	Yr 5	68,408	68,408	0	0	0
EP Collier	Expanding	30	Yr 5	68,408	68,408	0	0	0
The Ridgeway	Expanding	30	Yr 5	68,408	68,408	0	0	0
St Martins	Expanding	6	Yr 5	13,682	13,682	0	0	0
Churchend (12 Months)	Expanding	30	Yr 4	117,270	117,270	117,270	48,863	0
The Ridgeway	Expanding	30	Yr 3	68,408	68,408	68,408	68,408	0
Primary Contingency	Bulge Classes	30	R	68,408	0	0	0	0
Highdown	Expanding (to 250)	30	Yr 8	84,000	144,000	144,000	144,000	60,000
School Name	Expanding/bulge class	number of children	Year group(s) as @ Sept 19	18-19	19-20	20-21	21-22	22-23
Secondary	Bulge Classes (2 years)	30	Y7	0	84,000	144,000	60,000	0
Secondary	Bulge Classes (2 years)	30	Y7	0	84,000	144,000	60,000	0
Secondary	Bulge Classes (2 years)	30	Y7	0	84,000	144,000	60,000	0
Secondary	Bulge Classes (2 years)	30	Y7	0	84,000	144,000	60,000	0
Secondary	Bulge Classes (1 year)	30	Y7	0	84,000	60,000	0	0
<b>TOTAL (for expansion)</b>				<b>811,074</b>	<b>1,017,445</b>	<b>965,678</b>	<b>501,270</b>	<b>60,000</b>
Falling Rolls Fund				100,000	100,000	100,000	100,000	100,000
Contingency				88,926	82,555	134,322	98,730	140,000
<b>Total Growth Fund to be approved by School forum</b>				<b>1,000,000</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>700,000</b>	<b>300,000</b>

Academies are funded for 12 months due to academic financial year.

Rates are only estimated and will be updated in January 2018

17-18 Rate Primaries	3,909.00
Min Rate for Secondaries	4,800.00

## Annex 3

### National copyright license

The DFE has agreed with the following agencies to purchase a single national license managed by the DFE for all state-funded schools in England:

- Christian Copyright Licensing International (CCLI)
- Copyright Licensing Agency (CLA);
- Education Recording Agency (ERA);
- Film bank Distributors Ltd. (for the PVSL);
- Mechanical Copyright Protection Society (MCPS)
- Motion Picture Licensing Company (MPLC);
- Newspaper Licensing Authority (NLA);
- Performing Rights Society (PRS)
- Phonographic Performance Limited (PPL)
- Schools Printed Music Licence (SPML).

This means that local authorities and schools will no longer need to negotiate individual licences. The Department will pay the cost to the agencies and will provide this as a service to local authorities.

These arrangements will cover academies as well as maintained schools, and we will allow local authorities to hold this money centrally rather than include it in school budgets.

Annex 4 - Statutory and regulatory duties

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> <li>• Director of children's services and personal staff for director</li> <li>• Planning for the education service as a whole</li> <li>• Revenue budget preparation, preparation of information on income and expenditure relating to education, and external audit relating to education</li> <li>• Authorisation and monitoring of expenditure not met from schools' budget shares Formulation and review of local authority schools funding formula</li> <li>• Internal audit and other tasks related to the authority's chief finance officer's responsibilities under Section 151 of LGA 1972 except duties specifically related to maintained schools Consultation costs relating to non-staffing issues</li> <li>• Plans involving collaboration with other LA services or public or voluntary bodies</li> <li>• Standing Advisory Committees for Religious Education (SACREs)</li> <li>• Provision of information to or at the request of the Crown other than relating specifically to maintained schools</li> </ul>	<ul style="list-style-type: none"> <li>• Functions of LA related to best value and provision of advice to governing bodies in procuring goods and services</li> <li>• Budgeting and accounting functions relating to maintained schools</li> <li>• Functions relating to the financing of maintained schools</li> <li>• Authorisation and monitoring of expenditure in respect of schools which do not have delegated budgets, and related financial administration</li> <li>• Monitoring of compliance with requirements in relation to the scheme for financing schools and the provision of community facilities by governing bodies</li> <li>• Internal audit and other tasks related to the authority's chief finance officer's responsibilities under Section 151 of LGA 1972 for maintained schools</li> <li>• Functions made under Section 44 of the 2002 Act (Consistent Financial Reporting)</li> <li>• Investigations of employees or potential employees, with or without remuneration to work at or for schools under the direct management of the head teacher or governing body</li> <li>• Functions related to local government pensions and administration of teachers' pensions in relation to staff working at maintained schools under the direct management of the head teacher or governing body</li> <li>• Retrospective membership of pension schemes where it would not be appropriate to expect a school to meet the cost</li> <li>• HR duties, including: advice to schools on the</li> </ul>

# CENTRAL EXPENDITURE AND DE-DELEGATIONS

Responsibilities held for all schools	Responsibilities held for maintained schools only
	<p>management of staff, pay alterations, conditions of service and composition or organisation of staff; determination of conditions of service for non-teaching staff; appointment or dismissal of employee functions</p> <ul style="list-style-type: none"> <li>• Consultation costs relating to staffing Compliance with duties under Health and Safety at Work Act</li> <li>• Provision of information to or at the request of the Crown relating to schools</li> <li>• School companies</li> <li>• Functions under the Equality Act 2010 Establish and maintaining computer systems, including data storage</li> <li>• Appointment of governors and payment of governor expenses</li> <li>• Monitoring of National Curriculum assessments</li> </ul>

## Education welfare

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> <li>• Functions in relation to the exclusion of pupils from schools, excluding any provision of education to excluded pupils</li> <li>• School attendance</li> <li>• Responsibilities regarding the employment of children</li> </ul>	<ul style="list-style-type: none"> <li>• Inspection of attendance registers</li> </ul>

**Asset management**

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> <li>• Management of the LA’s capital programme including preparation and review of an asset management plan, and negotiation and management of private finance transactions</li> <li>• General landlord duties for all buildings owned by the local authority, including those leased to academies</li> </ul>	<ul style="list-style-type: none"> <li>• General landlord duties for all maintained schools (section 542(2)) Education Act 1996; School Premises Regulations 2012) to ensure that school buildings have:               <ol style="list-style-type: none"> <li>1. appropriate facilities for pupils and staff (including medical and accommodation)</li> <li>2. the ability to sustain appropriate loads</li> <li>3. reasonable weather resistance</li> <li>4. safe escape routes</li> <li>5. appropriate acoustic levels</li> <li>6. lighting, heating and ventilation which meets the required standards</li> <li>7. adequate water supplies and drainage</li> <li>8. playing fields of the appropriate standards</li> </ol> </li> <li>• General health and safety duty as an employer for employees and others who may be affected (Health and Safety at Work etc. Act 1974)</li> <li>• Management of the risk from asbestos in community school buildings (Control of Asbestos Regulations 2012)</li> </ul>

**Additional note on central services**

Services set out in the tables above will also include administrative costs and overheads relating to these services (regulation 1(4)) for:

- expenditure related to functions imposed by or under Chapter 4 of Part 2 of the 1998 Act (financing of maintained schools), the administration of grants to the authority (including preparation of applications) and, where it’s the authority’s duty to do so, ensuring payments are made in respect of taxation, national insurance and superannuation contributions
- expenditure on recruitment, training, continuing professional development, performance management and personnel management of staff who are funded by expenditure not met from schools’ budget shares and who are paid for services
- expenditure in relation to the investigation and resolution of complaints
- expenditure on legal services



## Annex 5 - Funding for School Improvement Projects through the Schools Forum

	2017 - 2018	Notes	Cost
IEB's Support for governance	St Mary's All Saints Katesgrove + one other	<ul style="list-style-type: none"> <li>To provide Governance for schools requiring extra support through experienced Governors and to fund Executive Governing Bodies and IEB's</li> </ul>	£20,000
School Standards Officer - Focus Role Vulnerable groups	PP Reviews - Capacity for 10 schools	<ul style="list-style-type: none"> <li>Pupil Premium Reviews (commission)</li> <li>Keeping up to date with new initiatives and research</li> <li>Training for leaders and school staff</li> </ul>	£25,000
School Standards Officer - Focus role Leadership Development	All Schools	<ul style="list-style-type: none"> <li>Leadership development for those new to role</li> <li>Middle leadership development and support</li> <li>Executive Headteacher Networks/development</li> <li>NLE support for applications</li> <li>Teaching Schools support for applications</li> <li>Developing School to School Support</li> <li>Keeping up to date with new initiatives and research</li> <li>Training for leaders and school staff</li> <li>Ofsted preparation/training for school staff</li> </ul>	£25,000
School Standards Officer - Focus role SEN (commission role)	All Schools	<ul style="list-style-type: none"> <li>SEN Reviews</li> <li>Keeping up to date with new initiatives and research</li> <li>Training for leaders and school staff</li> </ul>	£20,000
Schools in Special Measures (some)	St Mary's and All Saints + one other	<ul style="list-style-type: none"> <li>Funding to support leadership capacity as identified</li> </ul>	£80,000

## CENTRAL EXPENDITURE AND DE-DELEGATIONS

commissioned role)		<ul style="list-style-type: none"> <li>Funding to meet interventions to support rapid improvement</li> </ul>	
Schools in Category 3 (RI schools)	The Ridgeway + one other	<ul style="list-style-type: none"> <li>Category 3 Action Plans to be put in place and monitored through Progress meetings and additional days provided through advisors and SPAs</li> </ul>	£12,000
Schools at Risk	Moorlands New Christ Church Christ the King + one other	<ul style="list-style-type: none"> <li>RAP Action Plans to be put in place and monitored through Progress Meetings and additional days provided through advisors and SPAs</li> </ul>	£30,000
Support for New Heads	Geoffrey Filed Infants Geoffrey Field Juniors St Michael's English Martyrs The Ridgeway + two other	<ul style="list-style-type: none"> <li>HT induction programme</li> <li>Release of Heads from good or outstanding schools to mentor and coach heads that are new to Headship or new to Reading</li> </ul>	£20,000
EYFS projects (commission)	Capacity to work with 10 schools	<ul style="list-style-type: none"> <li>Planning in the moment development in reception classes</li> <li>Continuation of research with Reading University and the 'Hello' Project</li> </ul>	£10,000
Secure portal to access data and reports	All Schools - Perspective Lite	<ul style="list-style-type: none"> <li>Introduction of Perspective, Broadcast and Pendulum to allow all schools to access data and reports (including Notes of Visits and Dashboards) from a one sign in facility</li> </ul>	£15,000
	<b>SUB TOTAL</b>		<b>£257,000</b>

Due to academy conversions, future Ofsted inspections and turnover of Head Teachers, schools will be added or removed and will create different spending patterns that will be updated within the School forum budget monitoring report.