

Southampton City Council

2009/10 Budget Share Guidance Notes

Secondary Schools

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Introduction

Each school's budget share is calculated according to the formula which is described in these Guidance Notes for Secondary schools and tables of funding values at Appendix 1. Funding values will change each year as a result of decisions taken by members of the City Council.

The majority of budget share funding is allocated on a per pupil basis, according to the total number of pupils, counted in the national curriculum year group in which they are taught. Funding values for staffing and some other elements are specific for each year group. Others are the same for all years.

The remaining budget share funding is allocated on the basis of other factors, including floor areas, numbers of children with special educational needs, and deficiencies in school facilities. These allocations may be to top up the budget share to enable all schools to reach a minimum level of resource, or a flat rate which is either the same for all schools, or which varies according to the size of the school.

These Guidance Notes have the same sections as the Budget Share printouts.

PLEASE NOTE: all funding allocations are provisional until final confirmation of the Authority's Dedicated Schools Grant is received from the DCSF in June.

Inflation and Growth in Schools' Budgets

The overall budget for delegation to schools for the financial year 2009/10 allows for the effect of pay and non-pay inflation and changes in pupil numbers.

The following inflation rates have been applied to the appropriate elements of the budget share. All other elements received 0% inflation.

Element	Inflation rate
Teaching	2.46%
Non teaching	2.80%
Repairs and Maintenance	6.00%
Water	15.0%
Energy	36.70%

The inflation rates for Service Level Agreements, shown below, reflect the overall increase in the total amount charged by each service for all schools. This year overall charges to schools have been affected by the formation of the new Academies. In some cases the overall SLA charge has dropped to reflect the fall in service provision. In other cases, this has not been possible where a fixed team is in place to support schools and downsizing has not been possible. The second column of percentages shows the increase excluding Academies.

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Service	Percentage Increase (yr on yr)	Percentage Increase (ex Academies)
Health and Safety	0%	0%
Grounds Maintenance Management	5.0%	7.7%
School Standards & Improvement	2.6%	3.0%
Music Services	1.3%	6.0%
Governor Services	5.0%	5.5%
Information Services Unit	2.6%	4.2%
Cleaning & Caretaking Support	3.0%	5.5%
Financial Services	4.6%	6.9%
Banking	33.8%	39.1%
Debtors & Creditors	-0.2%	3.4%
Agresso Financial System	1.5%	5.1%
Library Service	-1.1%	1.7%
Human Resources & Payroll	4.3%	7.9%
ICT Services	4.6%	9.1%
Licences	3.0%	7.8%
Schools Meals	0.8%	3.0%
Supply Cover	2.8%	5.9%
Legal	3.2%	5.7%
Insurance	-1.2%	5.3%
Reactive Repairs & Maintenance	-5.3%	-3.7%
TOTAL	-0.2%	2.7%

The increase in the Grounds Maintenance Management charge reflects an under recovery in recent years and the increase in fuel costs. Similarly the Music Service has not been recovering all its costs. Whilst the increase in Banking may seem high, this reflects additional work on unmatched bankings and the total recharge across all schools is only £10,300.

ICT Services reflects a 7% increase in SIMS licences and a review of time spent by staff working with schools. The SLA charge for Licenses has increased by 7.8% as some licensing authorities had not increased their costs for some time. The increase in the charge for Insurance reflects a review of insurance requirements for computer equipment in schools and a general increase in insurance costs overall.

Reactive Repairs and Maintenance SLA shows a reduction as there are 4 fewer schools to maintain and there has been a decrease in the theft of lead.

Fair Funding Formula 2009/10

In March 2008 schools were issued with the 2008/09 budget shares together with indicative budget shares for 2009/10 and 2010/11 based on forecast pupil numbers in January 2009 and 2010 respectively. Schools are now being issued with 2009/10 budget shares using actual January 2009 pupil numbers.

The following data has also been updated:

- Special unit place numbers
- Floor area
- Numbers of upper pay scale teachers
- Changes to split sites
- Rates bills
- Rent allocations

The following data has been frozen at 2008-2011 values:

- Prior attainment results (used in SEN funding)
- Pupils eligible for free school meals
- Pupils with English as an additional language
- Minority Ethnic achievement
- Income Deprivation Affecting Children Index
- Building Insurance value
- Take up of free school meals

These changes were agreed with the Schools Forum.

Budget Share Section A: Number on Roll

Pupil numbers

In line with DCSF regulations, 2009/10 budget shares are based on the January 2009 PLASC pupil count.

However the schools that expanded under Learning Futures in September 2008 will be funded for the increase in pupil numbers as this year group works through the school. This is so that they can fund the cost of the additional classes that would otherwise not be recognised under the single pupil count arrangements. This is in accordance with the regulations.

Special Units

If the school has a designated special unit, the agreed number of places for that unit is shown below the total numbers of pupils.

Special unit places are also included in the overall pupil numbers for the school. They are, therefore, reflected in all appropriate per pupil and other factors calculations as well as the specific allocations for the special unit.

Budget Share Section B: Per pupil funding

Appendix 1 section B shows the individual per pupil allocations for each funding area.

External exams

This allocation is per pupil in year 11 only.

Link Course Tuition and Travel

This allocation is per pupil in years 10 and 11 only.

Budget Share Section C: Special Educational Needs (SEN)

SEN funding is allocated using the Income Deprivation Affecting Children (IDAC) Index and prior attainment National Curriculum data. It is not intended to identify the specific learning needs of any individual pupil. The formula works as:

a. Learning Need

The National Curriculum Standard Score (NCSS) as calculated by the Fischer Family Trust (FFT), has been used as an indicator of prior achievement, to determine learning need. Every pupil who was attending a Southampton school on PLASC day 2007 has been allocated an NCSS based on their most recent Key Stage results:

- Year 7 as at October 2007, based on Key Stage 2 results 2007
- Year 8 as at PLASC 2007, based on Key Stage 2 results 2006
- Year 9 as at PLASC 2007, based on Key Stage 2 results 2005
- Year 10 as at PLASC 2007, based on Key Stage 3 results 2007
- Year 11 as at PLASC 2007, based on Key Stage 3 results 2006

The formula assumes that pupils who scored 90 or above are not in need of any additional learning need. It allocates funds based directly on a pupil's NCSS and its deviation from 90 in 10 increasing steps to a minimum score of 69. For example, a NCSS of 69 will attract 10 times the funding of an NCSS of 89. The allocations for each NCSS are detailed in Appendix 1. Schools will receive a Learning Need allocation according to the number of pupils at each NCSS.

b. Social need

The Behaviour support and social need allocation is based on the number of pupils in each school as at January 2008 living in the 20% most deprived areas in the country as measured by the Income Deprivation Affecting Children (IDAC) Index 2007 (see Section D below).

Funds allocated are intended to meet the needs of all pupils with high incidence statements (LD, MLD, SpLD and EBD). Schools will, if necessary receive additional funding for children with low incidence statements (PD, HI, VI, LI and autism) from the centrally held budget for special educational needs.

c. Special Unit funding

An allocation is made for each agreed place in the special unit. The values for each type of special unit are shown in Appendix 1.

This section shows the total funding for the special unit, which is broken down on the last page of the budget share.

Special unit places are also included in the total number on roll of the school for the purposes of all other pupil number related allocations. The total amount of funding for children in the special unit, including both the pupil related elements and the specific special unit place funding is shown for information on the last page of the budget share. (The pupil related funding for children in the special unit is included in the overall pupil related element of the school's budget).

Budget Share Section D: Social Deprivation

a. Social Deprivation

The number of qualifying pupils is shown in section D of the budget share. The Income Deprivation Affecting Children (IDAC) Index captures children aged under 16 living in income deprived households as defined by:

- Children in Income Support households (2005)
- Children in Income Based Job Seekers Allowance households (2005)
- Children in Pension Credit (Guarantee) households (2005)
- Children in Working Tax Credit households where there are children in receipt of Child Tax Credit whose equivalised income (excluding housing benefits) is below 60% of median before housing costs (2005)
- Children in Child Tax Credit households (who are not eligible for Income Support, Income Based Job Seekers Allowance, Pension Credit or Working Tax Credit) whose equivalised income (excluding housing benefits) is below 60% of median before housing costs (2005)

Using pupil postcode data, the IDAC index has been used to identify how many pupils in each school live in the 20% most deprived areas in the country. Funding has then been targeted at these pupils, from the funding available for Personalised Learning.

b. Minority ethnic – English as another language

Minority ethnic children are defined for funding purposes as children whose ethnic background causes educational needs of a linguistic nature, or who may or may not have been born in this country but who come from a family where English is either the second or an alternative language. The number for each school is recorded on the PLASC return. The relevant number for each school is shown in section D of the budget share.

c. Minority Ethnic Achievement

DCSF guidance recommends that some funding be targeted at underachieving ethnic minority groups. Funding is based on national GCSE results (percentage scoring 5+ A* - C), with appropriate adjustment for local pockets of underachievement.

Pupils recorded under an ethnic minority grouping on the January PLASC return are eligible to attract funding under this factor. Pupils from any ethnic minority group scoring less than white British pupils are allocated funding on a sliding scale dependent on the national results for that group.

d. Uniform Grant

The allocation for uniform grant is based on PLASC free school meals known eligibility for each school, as at January 2008.

Budget Share Section E: Site Specific Allocations

a. Floor area

An allocation is given for the net floor area of the school excluding kitchen areas and areas exclusively for youth use.

b. Excess floor area

Excess floor area represents that part of a school's floor area which is not related to the number of pupils and so cannot be allowed for through a per pupil allocation. It is calculated as follows:

- Net floor area is the total area of the school including swimming pools but excluding kitchens and areas exclusively for youth use
- Mothballed areas are deducted from the net floor area
- The result is divided by the Number on Roll (the total of Section A Column 3)
- Six is subtracted from this (representing the assumed number of square metres required for each secondary school pupil)
- The result is multiplied by the Number on Roll.

This calculation is shown on page 5 of the budget share.

c. Swimming pool area

Schools with a swimming pool receive an allocation towards swimming pool maintenance, based on the area of the pool.

d. Additional allocation for Split site schools

Split site secondary schools receive a flat rate allocation to allow for the additional cost of managing staff and pupils located at a remote site. A flat rate allocation is also made for the additional cost of supplies and services for a second site.

Budget Share Section F: School Specific Allocations

a. Basic allocation per school

All schools receive a number of flat rate allocations as detailed in Appendix 1 section F.

Teaching

Each school also receives a flat rate to allow for the cost of the Headteacher and for the additional cost of a deputy over and above an ordinary teacher plus part of the cost of management allowances. Part of the cost management allowances is also met from the per pupil amounts for teacher staffing.

Sixth Form deduction

An amount is deducted from the teacher staffing flat rate for schools with a sixth form. This is to cancel any funding through the budget share, which is also funded through the Learning and Skills Council allocation.

b. Small school factor

Schools with less than 800 pupils also receive a banded flat rate plus an amount per pupil below the top of the appropriate band. For example, a school with 751 pupils would

receive 49 x the per pupil amount. These amounts vary depending on the number on roll, and are shown in Appendix 1, section F b.

c. Additional allocation for rates

Schools are funded for the actual cost of their rates bill. This is achieved by allocating an amount per pupil and then adding an amount to top the allocation up to the actual cost of rates. If your rates bill is increased or decreased during the course of the year, we will increase or decrease the allocation accordingly.

d. Rent agreements

This allocation represents the actual cost of rent agreements as approved by the Buildings Policy Officer.

e. Other travel

Schools which are lacking in games facilities and are more than 0.75 miles from alternative facilities receive an additional allocation per pupil for travel to games. This amount is multiplied by the deficiency factor and by the distance factor which are defined as follows:

<u>Deficiency Factor</u>	<u>Definition</u>
1	Small hall (< 75 square metres) or small field (<1800 square metres)
2	No hall OR no field
3	No hall AND no Field

<u>Distance Factor</u>	<u>Distance to Nearest Suitable Facilities</u>
0	< 0.75 mile
1	Between 0.75 and 5 miles
2	> 5 miles

f. Building Insurance

Schools receive an amount per £1,000 sum insured.

g. School meals

Schools receive an amount for the estimated annual total of free school meals provided by the school.

h. Upper pay scale teachers

Allocations are made for teachers on the upper pay scale as downloaded from Agresso on 3rd March 2009. The allocations for each upper pay scale point are shown in Appendix 1.

Budget Share Section G: Learning & Skills Council Allocations

Sixth form pupils are funded by the Learning and Skills Council. This allocation is based on core funding for each qualification, weighted as appropriate for different subject areas.

Budget Share Section H: Budget Share Adjustments

a. Real Term Protection

This element ensures that a school's budget cannot fall by more than 5% in real terms below its 2008/09 level.

To calculate real term protection, the school's 2008/09 budget is adjusted for rates and allocations related to the Learning Futures Review and then inflated to 2009/10 prices. If the 2009/10 formula budget excluding rates and Learning Futures allocations is more than 5% below this figure then the school receives a real term protection allocation to bring its budget up to the minimum level.

Service Level Agreements

Page 4 of the Budget share details funding for Service Level Agreements included within the budget share total.

Schools no longer buy into a maternity service level agreement as funding is held back centrally from the Individual Schools Budget to help meet the cost of maternity cover.

DCSF Minimum Funding Guarantee (MFG)

The MFG calculation is shown on the sheet attached to the budget share, and is calculated as follows:

- **Section A** shows the January 2008 pupil numbers and the 2008/09 budget share.
- **Section B** shows the allowable adjustments to be made to the 2008/09 budget share. Rates and reorganisation allowances are deducted from the budget share. The 2008/09 baseline budget share per pupil is then calculated.
- **Section C** shows school pupil numbers as at January 2009
- **Section D** calculates the Guaranteed Funding Level for 2009/10 by multiplying the adjusted budget share figure in **B** by 2.1% and then adjusting up or down for the change in pupil numbers. This adjustment is the change in pupil numbers x 2008/09 baseline budget share per pupil +/- 2.1% x 87.5% (where 87.5% represents the proportion of school funding that is pupil led)
- **Section E** shows your adjusted budget share for 2009/10. This is the school budget from the Fair Funding Formula adjusted for rates and any reorganisation allowances.
- **Section F** shows the calculation of the MFG for 2009/10. This is the difference between the Guaranteed Funding Level for 2009/10 in **D** and the adjusted school budget share in **E**.

Fair Funding Formula 2010/11

Following the Government's Comprehensive Spending Review 2008/11, schools are also being issued with indicative budget shares for 2010/11 based on forecast pupil numbers for January 2010. In March 2010 schools will be issued with budget shares for 2010/11 updated to reflect actual January 2010 pupil numbers.

These indicative figures should be used for forecasting purposes only until the DCSF confirms the Authority's Dedicated Schools Grant for each year.

APPENDIX 1

Secondary schools - 2009/10 Formula Funding Value

Ref	Description	Cash values per National Curriculum Year (Age Weighted Pupil Units - AWPUs)				
		7	8	9	10	11
B.	PER PUPIL FUNDING					
	Teacher staffing	£2,071.99	£2,071.99	£2,311.56	£2,577.28	£2,577.28
	Administrative and support staff	£107.32	£107.32	£107.32	£107.32	£201.64
	Caretaking and cleaning	£83.90	£83.90	£83.90	£83.90	£83.90
	Middy supervision	£13.34	£13.34	£13.34	£13.34	£13.34
	Grounds maintenance	£25.81	£25.81	£25.81	£25.81	£25.81
	Energy	£30.70	£30.70	£30.70	£30.70	£30.70
	Rates	£16.66	£16.66	£16.66	£16.66	£16.66
	Water	£21.67	£21.67	£21.67	£21.67	£21.67
	Refuse	£3.10	£3.10	£3.10	£3.10	£3.10
	Repair & Maintenance	£10.02	£10.02	£10.02	£10.02	£10.02
	Main purchasing allowance	£116.15	£116.49	£116.49	£116.49	£116.49
	External examinations	£0.00	£0.00	£0.00	£0.00	£140.62
	Telephones	£4.75	£4.75	£4.75	£4.75	£4.75
	Staff travel, recruitment & Educational Visits	£10.02	£10.02	£10.02	£10.02	£10.02
	Link course tuition & travel	£0.00	£0.00	£0.00	£12.65	£12.65
	Inspection and Advisory	£12.29	£12.29	£12.29	£12.29	£12.29
	Music Services	£22.88	£22.88	£13.74	£13.74	£4.59
	Music Inspection & Advice	£0.35	£0.35	£0.35	£0.35	£0.35
	Personnel Services	£6.33	£6.33	£6.33	£6.33	£6.33
	Cleaning Management	£1.36	£1.37	£1.37	£1.37	£1.37
	Education Training Agency	£0.92	£0.92	£0.92	£0.92	£0.92
	Support staff training	£0.66	£0.66	£0.66	£0.66	£0.66
	Repair & Maintenance	£90.48	£90.48	£90.48	£90.48	£90.48
	Supply Cover & Long Term Sickness	£21.62	£21.62	£21.62	£21.62	£21.62
	School Library Service	£3.68	£3.68	£3.68	£3.68	£3.68
	School Meals	£11.16	£11.16	£11.16	£11.16	£11.16
	Legal Services	£0.04	£0.04	£0.04	£0.04	£0.04
	Payroll	£7.54	£7.54	£7.54	£7.54	£7.54
	Debtors & Creditors	£3.67	£3.67	£3.67	£3.67	£3.67
	Financial Management System	£3.87	£3.87	£3.87	£3.87	£3.87
	Grounds Improvement	£0.53	£0.53	£0.53	£0.53	£0.53
	School Journey Insurance	£0.22	£0.22	£0.22	£0.22	£0.22
	Licences	£3.73	£3.73	£3.73	£3.73	£3.73
	Grounds Maintenance Mgt Charge	£4.46	£4.46	£4.46	£4.46	£4.46
	Minor Building Improvements	£20.11	£20.11	£20.11	£20.11	£20.11
	Total Per Pupil Funding	£2,743.98	£2,744.33	£2,974.76	£3,254.64	£3,480.43

C. SPECIAL EDUCATIONAL NEEDS

	Amount per eligible pupil
a. Learning Need funding	
National Curriculum Standard Score	
<i>Pupil scoring 69 or below</i>	£3,597.67
<i>Pupil scoring 70</i>	£3,597.67
<i>Pupil scoring 71</i>	£3,597.67
<i>Pupil scoring 72</i>	£3,237.91
<i>Pupil scoring 73</i>	£3,237.91
<i>Pupil scoring 74</i>	£2,878.14
<i>Pupil scoring 75</i>	£2,878.14
<i>Pupil scoring 76</i>	£2,518.38

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<i>Pupil scoring 77</i>	£2,518.38
<i>Pupil scoring 78</i>	£2,158.60
<i>Pupil scoring 79</i>	£2,158.60
<i>Pupil scoring 80</i>	£1,798.84
<i>Pupil scoring 81</i>	£1,798.84
<i>Pupil scoring 82</i>	£1,439.07
<i>Pupil scoring 83</i>	£1,439.07
<i>Pupil scoring 84</i>	£1,079.31
<i>Pupil scoring 85</i>	£1,079.31
<i>Pupil scoring 86</i>	£719.53
<i>Pupil scoring 87</i>	£719.53
<i>Pupil scoring 88</i>	£359.77
<i>Pupil scoring 89</i>	£359.77
	Amount per eligible pupil
b. Social need funding	
IDAC Index	£164.60
	Allocation per place
c. Special Unit funding	
Specific Learning Difficulties	£6,376.97
Hearing Impairment	£11,344.33
Language Impairment	£10,678.98
	Amount per eligible pupil
D. SOCIAL DEPRIVATION	
a. Social Deprivation - IDAC Index	£587.66
b. Minority Ethnic - EAL	£772.53
c. Minority Ethnic - Achievement	£17.67
d. Uniform Grant	£11.72
	Amount per square m
E. SITE SPECIFIC ALLOCATIONS	
a. Floor area	
Energy	£3.48
Repair and maintenance	£1.05
Fair funding Repair and maintenance	£3.21
Total floor area	£7.74
	Amount per square m
b. Excess floor area	
Caretaking and cleaning	£14.07
Main purchasing allowance	£0.66
Cleaning management	£0.22
Total excess floor area	£14.95
	Amount per square m
c. Swimming pool area	
Swimming pool maintenance	£36.37
	Flat rate
F. SCHOOL SPECIFIC ALLOCATIONS	
a. Basic allocation per school	
Teaching	£117,232.54
Sixth Form Deduction	(£40,828.05)
Admin & Support Staff	£39,601.43
Main Purchasing Allowance	£6,904.25
Inspection & Advisory Support	£4,680.70
Music Services	£87.23
Financial Services	£1,501.64

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I.T Support	£1,317.01
I.T Maintenance (SIMS support)	£2,750.96
Education Training Agency	£302.84
Support Staff Training	£314.40
Headteacher Conferences	£960.58
School Library Service	£1,778.38
Legal Services	£72.57
Payroll	£625.97
Debtors & Creditors	£136.48
Banking	£246.30
Financial Management Systems	£1,714.40
Minor Building Improvements	£2,656.02
Total flat rates (excluding sixth form deduction)	£182,883.70

b. Small school factor

	Flat rate	Per pupil below top of band
NoR based small school taper		
<i>Schools with less than 370 pupils</i>	£120,047.56	£0.00
<i>Schools with 370 - 550 pupils</i>	£56,692.82	£351.93
<i>Schools with 550 - 650 pupils</i>	£29,190.68	£272.86
<i>Schools with 650 - 750 pupils</i>	£14,549.76	£146.32
<i>Schools with 750 - 800 pupils</i>	£0.00	£290.82

c. Additional allocation for rates

Actual rates bill less per pupil amount

d. Rent agreements

Actual rent expenditure funded

e. Other travel

Schools with games deficiency or distance factor Amount per pupil £2.83

f. Building insurance

Per £1000 sum insured £1.15

g. School meals

Per estimated annual total of free school meals £2.00

h. Upper pay scale teachers

Amount per teacher on the upper pay scale:

UPS 1	£3,141.90
UPS 2	£4,292.54
UPS 3	£5,471.85