

Central Bedfordshire
Council
Priory House
Monks Walk
Chicksands,
Shefford SG17 5TQ

**This meeting may
be filmed.***



**Central
Bedfordshire**

please ask for Sharon Griffin
direct line 0300 300 5066
date

NOTICE OF MEETING

SCHOOLS FORUM

Date & Time

Monday, 12 June 2017 at 3.00 p.m.

Venue at

Room 14, Priory House, Monks Walk, Shefford

Richard Carr
Chief Executive

To: The Chairman and Members of the SCHOOLS FORUM:

School Members:

- Ali Brabner, Cranfield Academy
- David Brandon-Bravo, Parkfields Middle School
- Pete Cohen, Oak Bank School/Academy of Central Bedfordshire
- Paul Burrett, Studham CofE Lower Schools and Pre-School
- Shirley-Anne Crosbie OBE, The Chiltern School
- Karen Hayward, Sandy Upper School
- Sue Howley MBE, Fairfield Park Lower School
- Sharon Ingham, Hadrian Academy
- Kim McCamley, Sandye Place Academy
- Alexia Moyle, Greenleas Lower School
- Leigh Davies, Willow Nursery School
- John Street, Etonbury Academy
- Stephen Tiktin, Beaudesert Lower School
- Rob Watson, Stratton Upper School

Non School Members	Ali Challis, Early Years Private, Voluntary and Independent (PVI) Provider Representative Martin Foster, Trade Union Representative Mary Morris, Catholic Diocese Representative Sarah Mortimer, Post 16 Education Representative
Observer:	Cllr Steven Dixon, Executive Member for Education and Skills
Current Vacancies	Academy Upper School Governor Middle School Headteacher Middle School Governor (maintained or academy) Upper School Governor Academy Lower School (Governor or Headteacher) Church of England Diocese Representative

Please note that there will be a pre-meeting starting **half an hour before** the Forum meeting to enable technical aspects of the reports to be discussed with officers before the Forum meeting begins.

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AGENDA

1. **Apologies for absence**

To receive apologies for absence and notification of substitute members.

2. **Election of Chairman and Vice-Chairman for the municipal year 2017-18**

To elect a Chairman and Vice-Chairman for the municipal year 2017-18.

3. **Minutes of the previous meeting and matters arising**

To approve the minutes of the previous meeting of Central Bedfordshire Schools Forum held on 6 March 2017 and 22 March 2017.

4. **Action Plan**

To receive an update on any matters arising from the meetings of Schools Forum held on the 6 March and 22 March 2017.

Proposals

Item	Subject	Page Nos.
5	Growth Fund Payments and criteria To recommend to Schools Forum, the proposed standardised rates of payments to schools eligible for growth funding following a meeting of the Technical Sub Group.	23 - 30

Information

Item	Subject	Page Nos.
6	f40 Subscriptions For members of the Forum to discuss the continuation of the f40 membership.	
7	Dedicated Schools Grant To provide an update on the following: <ul style="list-style-type: none">• The 2016/17 outturn position for both the Dedicated Schools Grant (DSG) and Growth Fund• DSG allocation• The Schools Block consultation	31 - 36
8	High Needs Block - Final 2017/18 To update the Schools Forum on the final 2017/18 budget, the final outturn position for the High Needs Block and next steps.	37 - 60
9	School Finance update	61 - 66

To inform Schools Forum of the School outturn position and the latest RAG rating, taking into account the year end position and the submitted budgets.

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|----|---|---------|
| 10 | Schools Forum Budget
To note the budget outturn for 2016/17 and any spend in 2017/18. | 67 - 68 |
| 11 | Dedicated School Grant Contingency Budgets
To note the budget outturn for 2016/17 and any spend in 2017/18. | 69 - 72 |
| 12 | Work Programme
To consider the work programme for the Central Bedfordshire Schools Forum | 73 - 76 |

CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **SCHOOLS FORUM** held at Room 14, Priory House, Monks Walk, Shefford on Monday, 6 March 2017

PRESENT

Mr D Brandon-Bravo (Chairman)
Mrs S Howley MBE (Vice-Chairman)

School Members:	Mr P Burrett	Headteacher
	Mr P Cohen	Executive Headteacher
	Mrs SA Crosbie OBE	Headteacher
	Mrs L Davies	Headteacher
	Miss K Hayward	Headteacher
	Kim McCamley	Executive Head
	Ms A Moyle	School Business Manager
	Mr J Street	Academy Middle School Representative
	Mr S Tiktin	Governor, Beaudesert Lower School

Non-School Members:

Apologies for Absence:	Mrs A Brabner
	Mrs A Challis
	Mr M Foster
	Mrs S Ingham

Substitutes:	Mr N Martin
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Observers:	Mrs A Webb, Ivel Valley School
	Mr S Court, Ivel Valley School

Members in Attendance:	Cllrs Mr R Wenham
	Mr S Dixon

Officers in Attendance:	Ms S Griffin	Committee Services Officer
	Mrs S Harrison	Director of Children's Services
	Ms D Hill	Senior Finance Manager - Children's Services
	Miss J Mortimer	
	Mrs S Tyler	Head of Child Poverty and Early Intervention
	Mr V Wan	Senior Education Officer (Planning)

CBSF/16/36. **Minutes of the previous meeting and matters arising**

RESOLVED

That the minutes of the meeting of the Central Bedfordshire Schools Forum held on 9 January 2017 be confirmed and signed by the Chairman as a correct record.

Matters arising:

CBSF/16/27 A further reminder about the introduction of the Apprenticeship Levy would be placed in the Central Essentials bulletin and an update would be provided at the June meeting of Schools Forum.

CBSF/16/30 Members of the Forum were advised that Mr Stuart Powell, School Improvement Consultant would take the lead on the training for School Forum members as an interim measure until the recruitment process for the vacant post of the Assistant Director Transformation had been completed.

CBSF/16/37. **Chairman's Announcements and Communications**

The Chairman advised the following:

- that the order of business for the meeting would be varied from the schedule shown on the agenda in order that item 12, Growth Fund payments and criteria would be considered as the first item of business.
- that a late paper had been tabled at the meeting for item 11, Dedicated Schools Grant. Members of the Forum would be given time to read the report prior to discussion.

CBSF/16/38. **Schools Forum powers and responsibilities**

The Forum received a report setting out the Schools Forum powers and responsibilities which had been re-issued by the Education Funding Agency in December 2016.

NOTED

the Schools Forum powers and responsibilities report.

CBSF/16/39. **Sub-Groups of Schools Forum**

The Forum received an update from the Sub-Groups of Schools Forum on work being undertaken.

NOTED

the work being undertaken by the Sub-Groups of Schools Forum.

CBSF/16/40. Draft response to the High Needs Block consultation

The Forum received an update on the draft response to the High Needs Block consultation.

Points and comments included:

1. In response to question 1 'is the balance of the principles of fairness and stability correct', this might not be right for Bedfordshire which is growing considerably as using the historic spend further exacerbates historic inconsistencies and builds on unfair distribution.
2. Further clarification is needed about the reference to 2k, 4k and 6k in question 2b 'do you agree with the proposal of the basic entitlement allocation of £4k per pupil to each local authority?' The general feeling is that that proposed new system is more complicated than current.
3. It was felt that section 3 contained unnecessary duplication of factors such as deprivation and that a simpler approach is needed to the weightings factor.
4. During the last meeting of the Technical Sub-Group it was noted that information was not available about formula factors used by other local authorities for members to refer to.
5. The proposals in the consultation seem to suggest that a large amount of schools will receive less funding as a result of the National Funding Formula.

RESOLVED

1. **that the draft response to the High Needs Block consultation was noted pending further discussion at the next meeting of the High Needs Technical Sub-Group.**
2. **that the draft response would be circulated in the Central Essentials bulletin to enable schools to formulate their own view.**
3. **that the F40 would be contacted to request responses to question 3 from other local authorities and that any responses received prior to the deadline for the responses to the consultation would be circulated to Schools Forum members. If responses were not received the wording in the response would amended from 'unsure' to 'welcome clarity'**

CBSF/16/41. Draft response to the Schools Block consultation

The Forum received an update on the draft response to the Schools Block consultation.

Points and comments included:

1. There has been some confusing media in various publications and on websites around the Schools Block consultation which included assumptions about the shortfall to schools.
2. The response from Central Bedfordshire Council was about the Schools National Funding Formula only and included recognition that what is good for Central Bedfordshire is not necessarily good for other local authorities.
3. There was a typographic error in the response for question 7, 'do you agree with the proposed lump sum amount of £110,000 for all schools?'. The response to Secondary schools is to be amended to 'allocate a lower amount'.

Thanks were given to the Senior Finance Officer for undertaking the response to the consultation on behalf of the Forum.

RESOLVED

- 1. that the draft response would be circulated in the Central Essentials bulletin to enable schools to formulate their own view on the Schools Block consultation.**
- 2. that the response to question 8 'do you agree with the proposed amounts for sparsity funding of up to £25,000 for primary schools and up to £65,000 for secondary, middle and all-through schools would be clarified.**

CBSF/16/42. **Revised Terms of Reference for the Early Years Block Technical Sub Group**

NOTED

The revised Terms of Reference for the Early Years Block Technical Sub-Group.

CBSF/16/43. **Dedicated School Grant Contingency Budgets**

Members of the Forum received an update on the use of the School Contingency Budgets for 2016/17.

Points and comments included:

- The current balance of the School Contingency was £696,785; however £500k had been retained for closing maintained schools.
- The current deficit was £547,289; however there were still a few invoices outstanding.
- Any undistributed DSG from School Block would be added to the School Block for the following year.

NOTED

the Dedicated School Grant (DSG) Contingency spend to 28 February 2017.

CBSF/16/44. Schools Forum Budget

The Forum received an update on the use of the School Forum Budget for 2016/17.

Points and comments included:

- The Schools Forum budget currently had an underspend of £5,609. The possibility of using some of the underspend for training of Schools Forum members has been discussed at a previous meeting.

NOTED

the School Forum spend to 28 February 2017.

CBSF/16/45. Dedicated Schools Grant

Members of the Forum received a report setting out the High Needs Block spend in 2016/17 and proposed spend for 2017/18. A copy of the report is attached for information.

[Note: Mrs S Howley joined the meeting]

Points and comments included:

1. Concern was expressed about such a complex report being tabled at the meeting and the limited time available for Forum members to read the information to enable them to make an informed decision on the proposed spend for 2017/18.
2. Chiltern and Ivel Valley schools have not been advised of their placements for next year. The paper does not contain any information to make budgetary decisions on.
3. It was difficult to comment on the proposals being made in the report without the information to base a judgement on.
4. The High Needs Block spend and Early Years funding reports needed to be considered in conjunction to enable synergies to be identified and an informed decision to be made.
5. Concern was expressed about time constraints of when a decision needed to be made about the High Needs Block spend and deadline for the return of special schools budgets.

6. A review funding model needed to be carried out quickly as there was the potential that some schools may not be able to function in 2017-18. The issue of possible redundancies was also a critical element.
7. Paragraph 42 sets out the expectation of using Early Years funding as a contingency. Assumptions cannot be made across the board. All of the proposals being made need to be individually addressed.
8. The Schools Forum powers and responsibilities regulations include the requirement that Schools Forum approve the proposed overspend on central DSG. If the overspend is not approved by Schools Forum, it would become a local authority budget pressure or would be referred to the Secretary of State.
9. The membership of the High Needs Technical Sub Group is too small to make decisions of this magnitude. The decision about the proposed overspend should be considered by Schools Forum rather than debated by the sub-group, although it is recognised that High Needs Block is a local authority decision in consultation with the Schools Forum.
10. Concern was expressed about the proposed removal of the split site element from the top up in special schools and the ACB.
11. An earlier version of this report refers to the diminishing amount of funding for Early Years. Should the principle of propping up one pot from another therefore be used?
12. Funding for special needs was already a concern. Early Years settings are unable to access services from some providers such as the Jigsaw centre as the services are only available from year 1. Where can this support be accessed?
13. It would be useful for paragraph 41 to include a definition the service/team being referred to, the number of children each service supports and the number of out of authority placements to give a notion of the balance of social care requirements, payments and if the figures reflect the proportion of need for these young people.
14. The local authority wrote a letter of support for the permission to open 2 new Free Schools and a minimum of 100 places have been committed to. How can the High Needs Block cover this funding?

RESOLVED

- 1. that the current and additional school numbers (after Easter) for special schools would be sent to the Director of Children's Services.**
- 2. that an extraordinary meeting of Schools Forum would be arranged to discuss the High Needs Block in conjunction with the Early Years Funding report.**

3. **that the Director of Children's Services with the support of the School Improvement Consultant would provide a updated High Needs Block report.**
4. **that the Head of Early Intervention/Prevention would provide an Early Years Funding report for consideration in conjunction with the High Needs Block report.**

CBSF/16/46. **Growth Fund payments and criteria**

The Forum received a report which provided an overview of Growth Fund payments, criteria and set out the need to revise the allocation method.

1. Feedback received from some schools is that current process for Growth Fund applications was complex to understand and time consuming which could result in the delay of some payments.
2. A review of allocation figures had shown large variances in the sums requested by schools.
3. The allocation method for Growth Funding payments was being reviewed for equity and transparency purposes for all schools.
4. Work undertaken included looking at the levels and criteria used by other local authorities which would be used to inform the proposal for the revised allocation method of Growth Fund payments.
5. At the request of Schools Forum, a report was considered at the September 2016 meeting which covered what is funded from Early Years Block, what is funded in Early Years from High Needs Block and what other funding is used for Early Years or Early Help.
6. S106 monies are for additional school places commissioned by the local authority. Negotiations take place with the developer when new houses are built. The trigger points for release for s106 monies can vary depending on the development which includes early payments depending on rate of build. The current formula for the contributions was being reviewed.
7. Can all schools including Academies apply for Growth Fund payments?
8. The current membership of the Growth Fund Technical sub-group included representation from Schools Forum members from all phases of schools and from local authority officers.
9. Volunteers were sought to undertake a review of the draft Growth Fund criteria and process prior to the next meeting of Schools Forum on the 12 June 2017.

[Mr N Martin joined the meeting]

RESOLVED

1. that the content of the report on the Growth Fund element of the Dedicated Schools Grant (DSG) was noted.
2. that the principle of the revised process, in lieu of the panel's proposed payment amounts for the new financial year 2017-2018 was approved.
3. that the guidance for the use of funding for furniture, fixing and equipment (FF&E) would be recirculated to Schools Forum members.
4. that the Growth Fund allocation process would include a flow chart indicating how payments are allocated.
5. that an update on the review of the Growth Fund allocation process would be given at the June meeting of the Forum.
6. that Mr P Burrett and Miss K Hayward volunteered to be members of the Growth Fund Technical Sub-Group.
7. that Mrs S Howley, Ms A Brabner and Ms S Ingham who were not present at the meeting, would be consulted as to whether they would wish to become a member of the Growth Fund Technical Sub-Group. The outcome would be reported at the next meeting.

CBSF/16/47. Work Programme

The Forum received and considered the work programme for the Central Bedfordshire Schools Forum.

NOTED

the work programme for the Central Bedfordshire Schools Forum.

CBSF/16/48. Date of Next Meeting

Wednesday 22 March 2017, 9am, Priory House, Monks Walk, Shefford

(Note: The meeting commenced at 3.00 p.m. and concluded at 4.45 p.m.)

Chairman

Dated

CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **SCHOOLS FORUM** held at Council Chamber, Priory House, Monks Walk, Shefford on Wednesday, 22 March 2017

PRESENT

Mr D Brandon-Bravo (Chairman)
Mrs S Howley MBE (Vice-Chairman)

School Members:	Mr P Burrett	Headteacher
	Mr O Button	Principal, Queensbury Academy
	Mr P Cohen	Executive Headteacher
	Mrs SA Crosbie OBE	Headteacher
	Mrs S Ingham	Headteacher
	Ms A Moyle	School Business Manager
	Mr S Tiktin	Governor, Beaudesert Lower School
Non-School Members:	Mrs A Challis	
Apologies for Absence:	Mrs A Brabner	
	Mrs L Davies	
	Cllr S Dixon	
	Mr M Foster	
	Mr J Street	
Observers:	Mrs J Mudd, Ivel Valley School	
	Mr J Selmet, Weatherfield Academy Special School	
	Mr P Green, The Academy of Central Bedfordshire	
	Mr P Banwell, Oak Bank School	
Officers in Attendance:	Ms S Griffin	Committee Services Officer
	Mrs S Harrison	Director of Children's Services
	Ms D Hill	Senior Finance Manager - Children's Services
	Mr G Jones	Assistant Director Children's Services Operations
	Mr S Powell	School Improvement Consultant
	Mrs S Tyler	Head of Child Poverty and Early Intervention

CBSF/16/49. Chairman's Announcements and Communications

Members of the Forum were advised the following:

Ms J Mudd, Ivel Valley School, Mr J Selmes, Weatherfield School, Mr P Green, the Academy of Central Bedfordshire, and Mr P Selmet, Weatherfield Academy Special School were attending today's meeting as observers.

Mr R Watson, Stratton Upper School had stood down from the Forum. Mr O Button, Queensbury Academy, was welcomed to the meeting as the Upper School Academy Head Teacher representative.

CBSF/16/50. Schools Forum powers and responsibilities

The Forum received a report setting out the Schools Forum powers and responsibilities which had been re-issued by the Education Funding Agency in December 2016.

NOTED

the Schools Forum powers and responsibilities report.

CBSF/16/51. Dedicated Schools Grant

Members of the Forum received a report setting out the High Needs Block spend for 2016/17 and proposed spend for 2017/18.

Points and comments included:

1. Work had taken place to look at aligning spend to the most appropriate budget heading (High Needs Block or Early Years Block).
2. The High Needs Block is a difficult budget to manage in any local authority and presents the most challenges due to pressures and resources. There are pressures on every budget line and historically there has been an overspend in the High Needs Block partly to do with financial pressures and partly with the way the spend is monitored and coded. The monitoring procedure needs to be sharpened including a more rigorous approach of tracking budgets line by line, evidence behind funding decisions, and for the spend coded against each service to be looked at in further detail.
3. There is further work to be done around ways to increase the efficiency of the system in future, the streamlining of processes and the provision of metrics.
4. As part of the transformation process the restructure of Children's Services includes a review of the SEND service and the possibility of bringing the 3 teams together to increase capacity and the move towards the provision of more seamless support.
5. The Early Years team support pre-school early years education and care settings on a wide range of issues; the Centrally Funded team provide

advise to settings as SENDCOs. There is room for rationalisation going forward.

6. Paragraph 9 – the proposal does not include an increase in the thresholds for assessment and there will not be a cap on the number of children with new EHC Plans. The number of children will be monitored to ensure the proposed savings are made which can be reported back to the Schools Forum.
7. High Needs Post 16 (paragraph 14) – the local authority used to receive Dedicated School Grant (DSG) separately for post 16 and pre 16 pupils. The High Needs Block is now received as a single payment.
8. DSG contribution towards Central Overheads (paragraph 18) – the regulations around DSG allow an element of overhead costs to be used towards the funding of costs such as HR and Legal costs. This process will be flagged as a Council pressure and can be reviewed going forward.
9. The reality is that once a child reaches statutory school age, the previous provision is no longer available. Discussions need to take place with Early Years settings and providers about how support can be provided to meet the needs of the children.
10. The rationale behind the historic charging of Early Years to the High Needs Block is that the team were originally funded through the Sure Start grant to support Private, Voluntary and Independent providers (PVIs) and special needs.
11. The rationalising of costs needs looked as part of the process of balancing a budget.
12. Members of Schools Forum previously expressed concern about monies in the High Needs Block and Early Years Block. It was felt that these blocks needed to be looked at separately.
13. A meeting recently took place with parents to discuss the level of therapy support provided by NHS partners as the level of services in special schools and from partners has reduced over the years and thresholds have increased. It would be beneficial to consult with these parents.
14. What is the thinking around the proposed reduction to the budget set in 2016/17 to £500,000 in 2017/18 for Special Schools Outreach and High Cost pupils, how will this work in practice and is the proposed reduction realistic?
15. The details behind proposed reductions to the budget for Statement/EHC Plans and Special School Outreach and High Cost Pupils are needed based on accurate costs and the projection of pupil numbers.
16. There are some costs around exclusion that need to be reduced. Early intervention is the key to preventing exclusion.
17. It is unclear what impact the proposed reduction to the budget for Special School Outreach and High Cost Pupils will have on budget of those Special Schools responsible for delivering this service.
18. A review is needed of the Outreach Service in terms of the gatekeeping and referral process and implications if the service was no longer available.
19. It was reiterated that the budget given for Additional Pupil Support (paragraph 13) is a reduction on actual spend. It is difficult to employ staff to support those at risk of exclusion. A reduction in this budget will add to the risk for the school.

20. One reason that the budget for Additional Pupil Support appears to be underspent is that schools are required to provide the first 12 hours funding themselves. Specialist staff need to be retained even though the child is on a part time timetable.
21. Medical Needs Service (paragraph 23) – the difficulty in getting support from this service needs to be taken into account as part of the review.
22. The quality control factor of commissioned services is a wider issue that needs to be considered.

The meeting was adjourned at 10.30am

The meeting resumed at 10.45am.

23. There has been a reduction in the demand for places at the Academy of Central Bedfordshire due to mainstream schools not taking up the number of places as in the previous year.
24. Model D is based on the number of children in schools in the age range that the ACB currently caters for.
25. The proposed short term funding allocation for the ACB is a stop gap scenario in order to allow time for the funding mechanism to be changed and a more sustainable model to be put in place.
26. The brand descriptions for 1a and 1b students are still only in draft. Modelling has not been carried out to identify how many pupils fit into each banding.
27. The funding model for the ACB was discussed 2 years ago including the associated risks.
28. The local authority has commissioned 100 Group 1 places for the year 2017/18. It is the commissioning of Group 2 places by schools going into September that is of concern as only 6 places have currently been commissioned.
29. A significant increase has been seen in Year 7 & Year 8 exclusions. Ways of incentivising middle and upper schools to purchase Group 2 places at the ACB needs to be explored.
30. A process is needed to support the process of commissioning and allocating places at the ACB.
31. Special Schools (paragraph 30) - the table on page 11 of the report indicates a slight decrease in the banding for Weatherfield school but the banding for other Special Schools remains the same.
32. Would the budget of £400k required for 2017/18 for the proposed centrally retained top up for Special School's empty places (paragraph 35), cover the costs if all of the empty places were filled?
33. The future of the High Needs Technical Sub-Group, its role and remit needs to be clarified.

RESOLVED

1. **that the use of the centrally retained High Needs Block in 2016/2017 to support high needs provision and the pressures reported in November 2016 was noted.**
2. **that on the basis of discussions during the meeting, model D is supported by the Schools Forum and a letter is sent to all schools**

from the Director of Children's Services outlining the importance of the ACB and the continuation of this provision.

- 3. that the transfer of costs of some of High Needs features to the Early Years Block was noted.**
- 4. that a list of actions would be compiled and circulated to members of the Schools Forum (a copy is attached to these minutes).**

CBSF/16/52. Early Years Funding 2017/18

Members of the Forum received a report setting out the Early Years Funding for 2017/18.

The Chairman advised that the Early Years Funding 2017/18 report would be accepted under Special Urgency rules as detailed in the Local Government (Access to Information) Act 1985 as this report needed to be considered in conjunction with the High Needs Block report in order for members of the Forum to make an informed decision on the funding proposals.

Points and comments included:

1. The Early Years National Funding Formula comes into effect from April 2017.
2. Following discussion at the January meeting of Schools Forum, a short consultation has been carried out with Early Years providers from all sectors on the basis of Model 4 as the recommended operating model moving forward.
3. Model 4 is not affordable in 2017/2018 following the transfers of costs of some High Need features to the Early Years Block.
4. Very little information has been received from the DfE on modelling for the Disability Access Fund.
5. The original report aimed to close the gaps between school settings and PVI's via the continuation of the old formula.
6. Concern was reiterated about the base rate being equalised in 2019 and the associated financial pressures on Early Years providers.
7. There is further work to be done around the support provided to settings and children and the passporting of funds in order to avoid duplication.

RESOLVED

- 1. that the existing model of funding for Early Years will be continued for 2017/18 was noted.**
- 2. that a full review of Special Needs and Inclusion spend will be carried out in the Early Years as part of the bigger review of High Needs spend.**
- 3. that the Early Years SEND linked funding strands would be defined as part of the review.**

4. that the remaining balance in the Contingency Fund would be confirmed after the financial year end.

CBSF/16/53. Date of the Next Meeting

Monday 12 June, 3pm, Priory House, Monks Walk, Shefford.

(Note: The meeting commenced at 9.00 a.m. and concluded at 12.20 p.m.)

Chairman

Dated

Actions from Schools Forum

Agenda item	Action	Lead Officer
Matters Arising from meeting of 9 January 2017		
	1. Alternative ways to fund the Academy of Bedfordshire (ACB) would be discussed by the High Needs Technical Sub Group and reported back to the Schools Forum.	Helen Redding
Sub-Groups of Schools Forum	2. The membership of the Schools Block Technical Sub Group would be reviewed once the response to the School Block consultation has been undertaken and the results made available.	Dawn Hill
Dedicated Schools Grant (DSG)	3. The DSG funding costs requested for the Schools Admissions Team would be re-explored.	Helen Redding
Training for Schools Forum members	4. Ideas for areas of training for Schools Forum members to be drafted for consideration by a virtual task and finish group as follow; <ul style="list-style-type: none"> • David Brandon-Bravo • Paul Burrett • Shirley-Anne Crosbie • Sue Howley MBE 	Helen Redding
DSG contingency budgets	5. An update on the final figure for the closing schools would be given at a future meeting of Schools Forum.	Dawn Hill
	6. Issues raised about the Dedicated School Grant Contingency Budgets for 2016/17 would be forwarded to the Technical Sub Group for discussion.	Dawn Hill
Actions from meeting of the 6 March 2017		
CBSF/16/40 Draft response to High Needs Block consultation	7. The F40 would be contacted to request responses to question 3 from other local authorities and that any responses received prior to the deadline for the responses to the consultation would be circulated to Schools Forum members. If responses were not received the wording in the response would amended from 'unsure' to 'welcome clarity'	Sue Harrison
CBSF/16/41 Draft response to Schools Block consultation	8. The response to question 8 'do you agree with the proposed amounts for sparsity funding of up to £25,000 for primary schools and up to £65,000 for secondary, middle and all-through schools would be clarified.	Dawn Hill
CBSF/16/15 DSG	9. that the current and additional school numbers (after Easter) for special schools would be sent to the Director of Children's Services.	Special School Headteachers

	<p>10. An extraordinary meeting of Schools Forum would be arranged to discuss the High Needs Block in conjunction with the Early Years Funding report.</p> <p>11. The Director of Children’s Services with the support of the School Improvement Consultant would provide a updated High Needs Block report.</p> <p>12. The Head of Early Intervention/Prevention would provide an Early Years Funding report for consideration in conjunction with the High Needs Block report.</p>	<p>Sharon Griffin</p> <p>Sue Harrison</p> <p>Sue Tyler</p>
<p>CBSF/16/46 Growth Fund Payments and Criteria</p>	<p>13. The guidance for the use of funding for furniture, fixing and equipment (FF&E) would be recirculated to Schools Forum members.</p> <p>14. The Growth Fund allocation process would include a flow chart indicating how payments are allocated.</p> <p>15. An update on the review of the Growth Fund allocation process would be given at the June meeting of the Forum.</p> <p>16. Mrs S Howley, Ms A Brabner and Ms S Ingham who were not present at the meeting, would be consulted as to whether they would wish to become a member of the Growth Fund Technical Sub-Group. The outcome would be reported at the next meeting.</p>	<p>Victor Wan</p> <p>Victor Wan</p> <p>Victor Wan</p> <p>Jessica Mortimer- Wabel Admissions Manager</p>
<p>CBSF/16/47 Work Programme</p>	<p>17. The work programme for the Central Bedfordshire Schools Forum would be updated as required.</p>	<p>Sharon Griffin</p>

Actions from Schools Forum 22 March 2017

Agenda item	Action	Lead Officer	Date required
DSG report			
Para 5 – Inclusion for HN	<ol style="list-style-type: none"> 1. Clarification of whether children with additional needs who become 5 in the Reception year come under the remit of the Early Years team. 2. The Early Years Team will support to the end of Year R, in conjunction with School SENCo where appropriate. 	SP – clarification provided below. Sue Tyler.	23 March 2017
Para 8 – Statements/ECH plans	<ol style="list-style-type: none"> 3. Monitoring of the number of children on Statements/ENC Plans to be put in place and reported to Schools Forum. 4. The figures in this report and SEND forecast do not align. The pressures and risks to the Council are to be flagged with Finance. 5. Calculation of the level of risk from the forecast rise in numbers to be undertaken and reported to Schools Forum on a regular basis 	Claire Harvey. Claire Harvey. Gerard Jones.	24 April 2017 and monthly thereafter. Monthly monitoring. Monthly monitoring.
Para 11 – Special Schools Outreach	<ol style="list-style-type: none"> 6. Funding decisions to be evidenced (accurate costs and projections) and reported to Schools Forum on a regular basis. 7. Review of the gatekeeping and referral process for Outreach services. 	Claire Harvey. Gerard Jones.	Monthly monitoring. Based on the above.
Para 18 – DSG contribution to Central Overheads	<ol style="list-style-type: none"> 8. To be flagged as a Children’s Services pressure as part of the MTFP process next year 9. To be flagged as a Council pressure 10. To be reviewed going forward. 	Sue Harrison Dawn Hill. Dawn Hill.	September 2017. December 2017.
Para 27 - ACB	<ol style="list-style-type: none"> 11. Council to support the set up of a Panel to determine the criteria for the allocation of Group 2 places at ACB and to provide advice on the application process. 12. DCS committed to send letter to school requesting participation in contribution which will be invoiced (de-delegation not possible) 	Gerard Jones. Sue Harrison.	April 2017. 29 March 2017.
Para 30 – Special Schools - banding	<ol style="list-style-type: none"> 13. Banding values to be re-visited and reported back on 	Gerard Jones.	September 2017.
Para 31 – CBC allocation to Special Schools	<ol style="list-style-type: none"> 14. Clarification on whether the figures reflect the predicted increase in numbers for Central Bedfordshire, the number of empty places, a breakdown of bands funded in relation to the number of pupil for all Special Schools. 15. Special Schools to confirm their current number of pupils and their classification/banding in order for a comparison of the figures in this report with those in the School Organisational Plan to be undertaken. 	Stuart Powell. Heads of special schools.	24 March 2017. 23 March 2017.
	<ol style="list-style-type: none"> 16. Clarification of how the Early Years and High Needs funding risks (@£1.7m) would be met in the future. 	Gerard Jones.	September 2017.
Early Years Funding Report	<ol style="list-style-type: none"> 17. Early Years SEND linked funding strands to be defined as part of the review. 	Sue Tyler.	September 2017.
	Work plan for the next 9 months to be created and reported to next meeting Schools Forum (actions and mitigations to address issues)	Stuart Powell.	2 April 2017.

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Meeting: Schools Forum

Date: 12 June 2017

Subject: Growth fund

Report of: Director of Children's Services

Summary: This report seeks approval from the School Forum to a standardised rate of payment to schools eligible for growth funding as proposed by the technical sub group.

Contact Officers: Victor Wan, Head of School Organisation, Admissions and Capital Planning (Interim)

Public/Exempt: Public

Wards Affected: All

Function of: Council

RECOMMENDATIONS:

- 1) Approve the standardised Growth Fund payment package from the financial year 2017/2018, replacing the current Growth Fund application process made by schools.**

Proposal in principle agreed

1. At the meeting in March 2017 the Forum agreed in principle to the proposal that a standardised payments package was implemented to ensure equity, transparency and consistency of payments across all schools eligible for growth funding.
2. Schools should be well informed of the growth fund eligible for school places commissioned by the authority. The process should be simplified and exceptional circumstances should only be considered by the Growth Fund Panel, hence the sum is fixed where possible.

Sub technical group meeting

3. As agreed at the March 2017 Forum meeting the following members and officers met to discuss and agree on the payment packages that would be awarded from the growth fund to eligible schools from the 2017/18 financial year:
 - Sue Howley MBE, Chair of Governors at Fairfield Park Lower School
 - Karen Hayward, Principal at Sandy Upper School
 - Ali Brabner, Chair of Governors at Cranfield Academy
 - Sharon Ingham, Principal at Hadrian Academy
 - Paul Burrett, Headteacher at Studham Lower

- Dawn Hill, Senior Finance Manager, Children’s Services at Central Bedfordshire Council
- Victor Wan, Head of School Organisation, Admissions and Capital Planning at Central Bedfordshire Council
- Jessica Mortimer-Wabel, Admissions Manager at Central Bedfordshire Council

Proposed arrangements

4. The technical sub group met on the 2 May 2017 to consider the details of the growth fund. Appendices A and B indicate the proposed packages.
5. Appendix A provides a typical payment model for the growth fund payment package for a 1 Form of Entry expansion.
6. A breakdown of the pupil led funding is as follows:-

25 X AWPU for the additional 1FE class commissioned by the LA

Key Stage	AWPU per child	Annual award	7/12 th (Sep-Mar)	5/12 th (Apr-Aug)
1	£3,088	£77,200	£45,033	£32,167
2	£3,088	£77,200	£45,033	£32,167
3	£4,350	£108,750	£63,437.50	£45,312.50
4	£5,059	£126,475	£73,777	£52,698

7. Appendix B outlines the first year payment for second site expansions. For subsequent years of the programme the 1FE formula will be applied per class established in a financial year (appendix A).
8. This annual forecast will enable the School Forum to have an early indication of the demand for the growth fund. Each school/academy currently eligible for growth fund payments would receive a payment forecast outlining the remaining period of the programme and the payment schedule for the programme. This will be subject to further review following announcement of the national funding formulae for schools.
9. Moving forward the Council would share with prospective schools the growth fund payment package as well as the FF&E payments as part of the expansion discussions. Once an expansion was agreed a payment forecast would be provided to the school/academy outlining the payment forecast and schedule of payments for the programme period.
10. The benefits of the standardised payment system:
 - I. By being able to accurately forecast the payments for the financial year this will allow Forum to provide a much more informed budget when requesting the growth fund top slice in future years
 - II. The set payment amounts provide schools with autonomy for establishing their additional classes and an incentive to achieve value for money. It also enables schools to plan ahead as they will know the sum they are to receive at the beginning of each financial year
 - III. Removes the onerous task for schools of making a growth fund claim
 - IV. Streamlines process
 - V. Ensures growth fund money is distributed equitably to all eligible schools

11. An annual review of payment amounts would take place during December each year by officers which would then be presented to Forum at January meeting. If further review required by forum members this would take place prior to the March meeting.

Conclusion

12. School Forum to agree to the payment packages as proposed by the sub technical group from April 2017
13. Once the proposed payments have been agreed the School Finance Team will release the payments.
14. An annual review of the payment packages to be undertaken ahead of each new financial year to ensure they remain fair and relevant.

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Appendix A

2017/18 growth fund payment package

1 Form of Entry expansions

A breakdown of these payments is shown below:

▪ **Pupil led funding**

25 X AWPU for the additional 1FE class commissioned by the LA

Key Stage	AWPU per child	Annual award	7/12 th (Sep-Mar)	5/12 th (Apr-Aug)
1	£3,088	£77,200	£45,033	£32,167
2	£3,088	£77,200	£45,033	£32,167
3	£4,350	£108,750	£63,437.50	£45,312.50
4	£5,059	£126,475	£73,777	£52,698

The payment period will be as follows:

- Lower school : 5 years from first additional intake
- Primary school : 7 years from first additional intake
- Middle school : 4 years from first additional intake
- Secondary school : 5 years from first additional intake
- Upper school : 3 years from first additional intake

▪ **Staffing**

For 1 FE permanent expansion staffing costs are to be funded through the pupil led AWPU payment (this is to cover class teacher, TA/LSA, midday supervisor and additional cleaning capacity).

A class room set up cost of **£750** will be awarded each year of the programme for the setting up of the classroom prior to the new academic year. Based on assumption it would take one teacher and one teaching assistant three days to set up new class.

▪ **Recruitment**

Per year of programme – The recruitment costs are to cover all appointments relating to the additional class (class teacher, TA/LSA, midday supervisor and cleaner). Should a school be unable to recruit to a post they can request that a second payment is made for the additional advert cost (evidence will be required).

Lower/primary schools:

Item	Payment
Advert	£750
DBS/CRB checks (x4)	£176
Medical checks (x4)	£20
Total	£946

Appendix A

Middle/secondary/upper schools:

Item	Payment
Advert	£1,500
DBS/CRB checks (x4)	£176
Medical checks (x4)	£20
Total	£1,696

The payment period would be as follows:

- Lower school : 5 years
- Primary school : 7 years
- Middle school : 4 years
- Secondary school : 5 years
- Upper school: 3 years

- **One off lead in costs**

1FE expansion: **£300** to cover two additional Governing Body meetings

Headteacher/senior leadership time **£5,000** Cost
of one day supply cover per week to release a member of the senior leadership time to protect standards at the school. (£150 per day x 33 weeks (three terms))

Business manager/finance/project officer time **£2,640**
(£20 per hour including on costs) 6 hours per day x 1 day per week x 22 weeks (two terms)

Site agent time with contractors **£1,000**
To cover 2 weeks at 37hours per week overtime

- **Extending curriculum resources**

£5,000 per commissioned class for the programme period – it is expected that the school can also make use of existing resources to share with additional class.

Expansions greater than one form of entry

If a school is to be expanded by more than one form of entry in an academic year then the following formula applies:

Category	One FE	Two FE	Three FE
Pupil led funding	As stated	2 x amount	3 x amount
Staffing – class set up	As stated	2 x amount	3 x amount
Recruitment – advert costs	As stated	No additional	No additional
Recruitment - DBS costs	As stated	2 x amount	3 x amount
Recruitment – Medical check costs	As stated	2 x amount	3 x amount
Governance	As stated	No additional	No additional
Business management costs	As stated	No additional	No additional
Extending curriculum resources	As stated	2 x amount	3 x amount

2017/18 growth fund payment package

Second site expansion

The following would be awarded for the first year of opening. Payment would be made in the April prior to the new school site opening in September. For subsequent years of the programme payments would be made according to the 1 FE expansion formulas.

▪ **Pupil led funding**

25 X AWPU for each class commissioned by the LA to open in the first year at the new site:

Key Stage	AWPU per child	Annual award	7/12 th (Sep-Mar)	5/12 th (Apr-Aug)
1	£3,096	£77,200	£45,033	£32,167
2	£3,096	£77,420	£45,033	£32,167
3	£4,358	£108,970	£63,437.50	£45,312.50
4	£5,067	£126,475	£73,777	£52,698

Academies will receive the annual award whilst maintained schools will receive seven twelfths.

▪ **Staffing (lead in costs)**

For a second site expansion the following lead in costs would be awarded in the year prior to opening:

Staff position	Salary grade	Months payable	Hours per week	Payment
Deputy headteacher	Lower/Primary - £50k	Apr-Aug	FT	£20,833
	Middle/Secondary/Upper - £65k			£27,083

A class room set up cost of **£750** will be awarded (per new class established) for the setting up of the classroom prior to the first academic year of operation.

▪ **Recruitment (per class established in first year of opening)**

A one off payment of **£800** (lower/primary) / **£1,550** (middle/secondary/upper) would also be paid to reimburse the recruitment costs for the Deputy Headteacher.

The recruitment costs below are to cover all appointments relating to the additional class (class teacher, TA/LSA, midday supervisor and cleaner). Should a school be unable to recruit to a post they can request that a second payment is made for the additional advert cost (evidence will be required).

Appendix B

Lower/primary schools (per class commissioned):

Item	Payment
Advert	£750
DBS/CRB checks (x4)	£176
Medical checks (x4)	£20
Total	£946

Middle/secondary/upper schools (per class commissioned):

Item	Payment
Advert	£1,500
DBS/CRB checks (x4)	£176
Medical checks (x4)	£20
Total	£1,696

▪ **One off lead in costs**

£600 to cover four additional Governing Body meetings

Headteacher/senior leadership time **£3,300**

Cost of one day supply cover per week to release a member of the senior leadership time to protect standards at the school. (£150 per day x 22 weeks (Autumn/Spring terms prior to appointment of Deputy Head))

Business manager/finance/project officer time **£5,612**

(£20 per hour including on costs) 6 hours per day x 1 day per week x 22 weeks (Autumn/Spring terms) plus 3 days per week x 11 weeks (Summer term) prior to site opening.

Site agent time with contractors **£3,000**

To cover 4 weeks at 37hours per week overtime

▪ **Educational advisors/activities and specialist advisors – for first year of programme only**

Classroom consumables (per class)

Reception Class	KS1 class
£6,000	£6,000

▪ **Legal advice** – schools will be reimbursed for actual costs (invoices will be required)

Meeting: Schools Forum

Date: 12 June 2017

Subject: Dedicated School Grant (DSG)

Report of: Director of Children's Services

Summary: This paper provides an update on the DSG and Growth Fund for the financial year 2016/17 and funding arrangements for 2017/18.

Contact Officer: Dawn Hill, Priory House, Shefford

Public/Exempt: Public

Wards Affected: All

Function of: Council

RECOMMENDATIONS:

- 1. To note and comment on the update to the 2016/17 DSG and Growth Fund.**
- 2. To note and comment on the update to the 2017/18 DSG funding arrangements.**

Background

1. Local authorities receive allocations of Dedicated Schools Grant (DSG) to finance the Schools Budget in each authority. The full DSG received must be applied to the Schools Budget in each authority; although authorities may provide additional resources in support of the Schools Budget should they decide to do so. The Dedicated School Grant is split into three notional blocks; Early Years, High Needs and Schools.
2. The School and Early Years Finance (England) Regulations 2017 define the local authority education budgets (the non-schools education budget, the schools budget, the central expenditure and the Individual Schools Budget (ISB)). The regulations set out how local authorities are to allocate funding from the ISB to maintained schools and private, voluntary and independent providers of free early years provision (relevant early years providers) through a locally determined formula.
3. The Regulations give effect to the decisions made to reform the school funding system through simplified local formulae, greater delegation to schools and new arrangements for funding pupils with high needs.
4. The Minimum Funding Guarantee (MFG) for schools has been set at negative 1.5% per pupil. The calculation has been simplified compared with previous years and the Regulations set out the factors which are excluded from the calculation.

Local Authority Assurance Statement

5. LAs are required to submit an annual outturn statement, confirming that the DSG received by the authority was fully deployed in support of the schools budgets in accordance with the conditions of the grant and The School and Early Years Finance (England) Regulations 2017. The statement also includes a Non Maintained Special School (NMSS) statement and Fraud cases reported in schools statement.

6. The NMSS statement requires confirmation that based on the LAs work in reviewing Individual Placement Agreements for high needs pupils/students within NMSS, nothing has come to their attention that causes them to believe that the learners reviewed were not correctly defined as high needs students.
7. The Fraud cases statement requires the confirmation of the number and value of fraud cases reported in schools and the number of those that have been investigated and, where appropriate, action taken.

DSG Budget Allocation and Out turn 2016/17

8. The table below illustrates the final revenue allocation for 2016/17.

Block		2016/17 Allocation (M)
Schools	Schools Block	157.359
Early Years	3&4 year olds funding	10.431
	3&4 year olds adjustment (Jan Census)	(0.062)
	Indicative EYPP	0.139
	Indicative Two Year Olds Funding	1.658
High Needs	2015/16 HN base line	25.354
	Additional top-up	0.441
NQT		0.053
Total Allocation DSG		195.373

9. The Authority is required to provide a note to the council's accounts detailing the 2016/17 spend and carry forward to 2017/18.

	Central Expenditure	ISB	Total
	£	£	£
Final DSG for 2016/17 before academy recoupment *			195,435,241
Academy figure recouped for 2016/17			(92,506,241)
Total DSG after academy recoupment for 2016/17			102,929,000
Plus: Brought Forward from 2015/16			3,108,607
Less: Carry-forward to 2017/18 agreed in advance			0
Agreed initial budgeted distribution in 2016/17	22,324,215	83,713,392	106,037,607
In-year adjustments	(1,720,510)	649,249	(1,071,261)
Final budget distribution for 2016/17	20,603,705	84,362,641	104,966,346
Less: Actual central expenditure	(19,161,657)		(19,161,657)
Less: Actual ISB deployed to schools		(84,362,641)	84,362,641
Plus Local authority contribution for 2016/17	0	0	0
Carry forward to 2017/18	1,442,048	0	1,442,048

Note * Total 2016/17 DSG gross of previous years Early Years adjustment of £62k

10. The table below details the DSG carried forward to 2017/18:

Reserve	£
Schools Specific Contingency	149,629
Early Years Contingency	139,234
School Forum	5,522
Facilities Time	36,651
Growth Fund	645,934
Two Year Old Funding	465,078
Total	1,442,048

Growth Fund Out turn 2016/17

11. The School and Early Years Finance (England) Regulations, Schedule 2, prescribes expenditure that may be deducted from the Schools budget before determining the Individual Schools Budget and centrally held budgets. Growth Funding falls into this category and is for the purpose of expenditure due to significant growth in pupil numbers as a result of the LA's duty under section 13(1) of the 1996 Act to secure that efficient primary and secondary education are available to meet the needs of the population and in order to make provision for extra classes in order to comply with the School Admissions (Infant Class Sizes) Regulations 2012.
12. The School and Early Years Finance Regulations 2017 allows LAs to carry over any unspent money growth and infant class size funds to be used for the same purpose in the following year. The closing balance for 2016/17 of £645,934 will be added to the agreed 2017/18 Growth Fund allocation of £2M.

DSG Funding Arrangements 2017/18

13. On 20 December 2016, the DfE announced details of the DSG for 2017/18, based on pupil numbers recorded on the October 2016 census. The DSG remains split into three blocks: Schools, High Needs and Early Years.
14. The schools block baseline for 2017/18 includes funding for the previous Education Services Grant (ESG) retained duties.
15. The current minimum funding guarantee (MFG) for schools is retained so that no school can face a funding reduction of more than 1.5% **per pupil** in what it receives through the local authority funding formula, providing continued protection from excessive year-on-year changes.

Schools Block

16. This is based on the schools block units of funding (SBUF) as published in July 2016. For CBC the SBUF is £4,314.16, this is multiplied by the pupil numbers from October 2016 school census. Central Bedfordshire's pupil numbers based on October 2016 census data have increased by 850 pupils to 37,493. For CBC the total school block allocation is £161.751M of which £612,216 is ESG retained duties.
17. The previous funding for statutory induction of Non Qualified Teachers has now been incorporated into each local authority's SBUF.

18. Previously a cash floor of minus 2% has been applied across the schools block and the allocation for three and four-year-olds, to protect LAs with significant falling rolls. Due to the baselining exercise and the changes to the early years block this cash floor cannot be applied in 2017/18. To continue to protect LAs with significant falling rolls the DfE have replaced the cash floor with a pupil number floor, applied to the schools block only. This means that if any LAs schools block pupil numbers fell by more than 2% between October 2015 and October 2016, they will be funded at 98% of their October 2015 pupil numbers.

Early Years Block

19. The Early Years block was announced on 1 December 2016 and includes:
- Funding for the **universal 15-hour entitlement** for all 3&4 year olds. This is calculated based on the hourly rate which was announced on 1 December 2016, for CBC this is £4.30. The allocation will be updated in July 2018 based on 5/12ths of the January 2017 census numbers (to cover the April 2017 to August 2017 period) and 7/12ths of the January 2018 census numbers (to cover the September 2017 to March 2018 period).
 - Funding for the **additional 15 hours** for 3&4 year old children of eligible working parents. This is calculated based on an hourly rate, set at the same level as for the universal entitlement for 3&4. As the additional entitlement starts in September 2017, the allocations for these additional hours do not relate to a full twelve months but are pro-rated to cover the seven months of the year from September 2017 to March 2018.
 - Funding for the **15-hour entitlement for disadvantaged two-year olds**. The hourly rate has been set at £5.39 (36p more than in 2016/17).
 - Funding for the **early years pupil premium (EYPP)**, set at the 2016/17 per pupil rate, £300 per eligible pupil.
 - Funding for the new **disability access fund (DAF)**. The 3&4 years olds will be eligible for the DAF if they are in receipt of the child disability living allowances and received free early education. EY settings will be entitled to receive a one-off payment of £615 per year.
 - **Supplementary funding** for maintained nursery schools (MNS). The Government will provide supplement funding of £56.2M to LAs for maintained nursery schools, for CBC this is £151,270.

High Needs Block

20. The high needs block baseline is based on the local authority 2016/17 spend published in July 2016 plus:
- Post-16 budget transferred for high needs places in further education (FE) colleges and charitable and commercial providers.
 - An additional uplift of £130M, of which £95.3M is allocated on the basis of the estimated 2-18 aged population in each authority £34.7M is allocated on the basis of the estimated growth in the 2-18 aged population.

21. The table below illustrates the indicative DSG revenue allocation for 2017/18.

Block		2017/18 Allocation (M)
Schools	Schools Block	161.751
Early Years	3&4 year olds universal funding	10.708
	3&4 year olds additional 15hrs	2.024
	Indicative EYPP	0.139
	Indicative Two Year Olds funding	1.775
	MNS Supplementary funding	0.151
	DAF funding	0.062
High Needs	2016/17 HN base line	25.886
	Post-16 transfer	0.678
	Additional uplift	0.851
Total Indicative Allocation DSG		204.025

22. The following table represents the distribution of the 2017/18 DSG.

	DSG	ISB Academies	Revised DSG	ISB Schools	Central Spend	
					LA	Academies
	£'000	£'000	£'000	£'000	£'000	£'000
Schools	161,751	(91,593)	70,158	67,001	2,782	0
EY	14,859	0	14,859	9,757	3,648	2,157
High Needs	27,415	(4,446)	22,969	10,473	10,641	2,334
Total	204,025	(96,039)	107,986	87,231	17,071	4,492

Growth Fund

23. The School and Early Years Finance (England) Regulations, Schedule 2, prescribes expenditure that may be deducted from the Schools budget before determining the Individual Schools Budget and centrally held budgets. Growth Funding falls into this category and is for the purpose of expenditure due to significant growth in pupil numbers as a result of the LA's duty under section 13(1) of the 1996 Act to secure that efficient primary and secondary education are available to meet the needs of the population and in order to make provision for extra classes in order to comply with the School Admissions (Infant Class Sizes) Regulations 2012.
24. Local Authorities are required to produce criteria on which any growth funding is to be allocated, and set out the circumstances in which a payment could be made and a basis for calculating the sum. The School Forum regulations requires the agreement of the School Forum for both the central spend on and the criteria for allocating funds.
25. The allocation has been agreed with school forum and set at £2M for 2017/18. The criterion on which any growth funding is to be allocated for 2017/18 has yet to be agreed. One application relating to a resubmission of a 2016/17 application has been agreed with the panel and paid based on the 2016/17 criteria.

26. The following table sets out the expenditure to 31 May 2017.

	Budget £	Spent £	Balance £
2017/18 Allocation	2,000,000		
Academy Recoupment *	173,838		
2016/17 B/F balance	645,934		
Growth Fund			
Etonbury Middle		(50,745)	
Total Growth Fund	2,819,772	(50,745)	2,769,027

27. The School and Early Years Finance Regulations 2017 allows LAs to carry over any unspent money growth and infant class size funds to be used for the same purpose in the following year.
28. Where an LA makes a growth fund payment to an academy for the period April to August, the DfE will make an appropriate recoupment adjustment. Growth fund adjustments will not be made for “diseconomies of scale” or “start-up” funding. The final academy recoupment has been adjusted by £174k and added back to the Growth fund for 2017/18

Meeting: Schools Forum

Date: 12 June 2017

Subject: High Needs Block of the Dedicated Schools Grant (DSG)

Report of: Sue Harrison, Director of Children's Services

Summary: This report outlines the final position for how the centrally retained DSG has been allocated in 2016/17 and identifies tracking of expenditure for the centrally retained High Needs Block in 2017/2018. It also highlights the potential pressures on the budget based on the total spend from High Needs Block and identifies areas where procedures require revision.

Advising Officer: Sue Harrison

Contact Officer: Sue Harrison

Public/Exempt: Public

Wards Affected: All

Function of: Council

RECOMMENDATION(S):

The Schools Forum is asked to:

- 1. Note the final outturn for the 2016/2017 centrally retained High Needs Block. Provisional figures were first reported in March 2017.**
- 2. Comment on the proposed format for monitoring expenditure in 2017/2018 and agree the appended action plan for controlling costs.**
- 3. Comment on and approve the reporting methodology for 2017/18 and note that, because of the timing of the June meeting, only expenditure in the month of April has been included.**

Introduction

The final outturn position for 2016/17 is not that dissimilar to that reported to the Schools' Forum in March 2017. There was approval to transfer responsibility for Early Years spend to that block to better align the activity with budgetary control. Since the last meeting, the requested action plan has been put in place and monthly monitoring procedures introduced. Clearly, the timing of the June meeting and approval and publishing timelines has resulted in limited information being made available in this first report on activity in the new financial year. Only the month of April has been reported but expenditure has been recorded for the month of May and the autumn term meeting of the forum will show tracking for five months of the year and offer a more reliable view of the efficacy of new procedures. A forecast column shows where pressures exist and the autumn term meeting of the Forum will receive an action sheet at that time listing the steps taken to control the budget.

Appendix 1 shows the action sheet requested at the March meeting of the Forum. All actions have received scrutiny. The number of special school places allocated in 2017/18 matches the forecast in the School Organisation Plan. School Organisation have commissioned a review of the suitability of accommodation and discussions about the need for a PAN for special schools will be taken forward with the High Needs Sub-group in order to harmonise practice across the schools' estate.

School Organisation has undertaken a capacity assessment for special schools to understand the sites and constraints in terms of accommodating pupil numbers. The Council will look at the forecast need for special school places for children living in CBC, which will remove the inflow from neighbouring authorities. School Organisation will assess what/if process is required to set the admission number and provide a programme for the earliest implementation; there will be a need to consult. The authority's vision for special schools and the type of provision will be considered. The forecast and site analysis will help inform such provision.

A paper has been produced to support the set up of a Panel to determine the criteria for the allocation of Group 2 places at ACB and to provide advice on the application process. This paper is shown at Appendix 2.

The High Needs Block Technical Sub Group will need to focus on the following activities in 2017/2018

- Reviewing top ups for special schools, benchmarking with other Local Authority areas.
- The agreed funding model for the Alternative Provision free school should be discussed at the Technical Sub Committee and reported to the Forum.
- Re modelling of funding factors based on the outcome of the DfE Stage 2 High Needs Block consultation.
- Reviewing out of Authority places and income received from health and social care.
- Reviewing and commenting upon commissioned contracts.

Special school budgets were issued on the basis of the January 2017 census data following clarification of the home authority for some pupils. The allocations are shown in Appendix 3.

Final Outturn - High Needs Block 2016/17

Activity	Initial Budget April 16	Outturn March 17	Outturn Variance
Early Years Children with SEN & Disability allocation support function	28,000	25,436	-2,564
Early Years SEN Advisory Teachers	200,000	200,000	0
Early Years SEN Funding	250,000	325,385	75,385
Therapies	50,000	44,441	-5,559
Statements / EHC Plans	500,000	600,923	100,923
Academy Statements	3,652,497	3,652,497	0
Special School Outreach & High Cost Pupils	600,000	565,049	-34,951
Out of County Placements (Pre 16)	900,000	1,041,072	141,072
SEN & Additional Pupil Support	270,000	257,610	-12,390
High Needs Post 16	1,761,600	2,065,560	303,960
Access & Inclusion	101,710	92,459	-9,251
Virtual School	283,210	283,210	0
Other Authority Top Up Payments	1,043,880	908,349	-135,531
SDG Contribution to Central Overheads	719,280	718,997	-283
Commissioned Contracts	2,552,740	2,826,789	274,049
High Needs Contingency	606,980	209,207	-397,773
TOTAL	13,519,897	13,816,986	297,089
Total Centrally Retained High Needs Overspend -£694,862	High Needs Block overspend of £297,089 has been set against the unspent Early Years Contingency.		

High Needs Block 2017/18
Centrally Retained

Activity	Budget	Forecast 2017/18	Outturn Variance	April Expenditure	Comments
Therapies	40,000	40,000	0	1,993	
Statements / EHC Plans	500,000	500,000	0	19,782	
Academy Statements	2,334,145	2,334,145	0	194,512	
Special School Outreach & High Cost Pupils	500,000	415,773	84,227	40,317	Forecast based on current data re high cost special school pupils and yearly cost of outreach contracts for three special schools (£64,000 per school).
Out of County Placements (Pre-16)	950,000	1,009,463	-59,463	84,122	Currently 15 children in out of authority residential/independent school placements. Three further cases pending decisions.
SEN & Additional Pupil Support	200,000	200,000	0	6,124	Central Bedfordshire Education Panel - £30,320 funding agreed to date for summer term (panel meets monthly and payments made from date of decision). Currently there are 5 children in private hospitals for which the LA are funding education.
High Needs Post 16	2,300,000	2,300,000	0	191,993	Budget allocated for out of authority independent school placements, SEN top up costs in other local authority schools, post school costs and private hospital education costs. FE destinations for pupils still to be confirmed for September 2017.
Access & Inclusion	100,000	100,000	0	9,811	On track
Virtual School	283,210	283,210	0	20,785	On track

Other Authority Top Up Payments	850,000	822,430	27,571	137,808	Based on current data, this budget is forecast to underspend.
SDG Contribution to Central Overheads	719,280	719,280	0		The Director to argue for a reduction to this figure in the MTFP for 2018/19.
Commissioned Contracts:					
Hearing Impaired (peripatetic)	195,000	195,000	0	16,250	Discussions with HAST are scheduled and will examine actual pupil placements.
Visual Impairment	252,576	252,576	0	21,048	Improved tracking procedures should result in a cost saving.
Medical Needs	643,890	643,890	0	53,657	Named pupils rather than anticipated pupil places will be funded.
Jigsaw Centre	450,000	477,331	-27,331	39,778	Jigsaw contract to transfer to new provider with intention to reduce contract cost.
Early Years Children with Disability	270,548	270,548	0	22,546	
ACB	1,200,000	1,200,000	0		
Contingency to fund special school places / top up	400,000	577,855	-177,855		An accurate forecast will be available in September.
High Needs Contingency	311,172	0	311,172		
TOTAL	12,499,821	12,341,501			

Special School Initial Budget Allocation	7,833,793	7,833,793	
Maintained School Statements (incl. ISB)	2,635,813	2,635,813	
Recoupment	4,446,000	4,446,000	
	27,415,427	27,257,107	

Updated post March Schools' Forum and based on January 2017 census data.

Appendix 1

Actions from Schools Forum 22 March 2017

Agenda item	Action	Lead Officer	Date required
DSG report			
Para 5 – Inclusion for HN	<ol style="list-style-type: none"> 1. Clarification of whether children with additional needs who become 5 in the Reception year come under the remit of the Early Years team. 2. The Early Years Team will support to the end of Year R, in conjunction with School SENDCo where appropriate. 	SP – clarification provided in 2. Sue Tyler.	23 March 2017
Para 8 – Statements/ECH plans	<ol style="list-style-type: none"> 3. Monitoring of the number of children on Statements/EHC Plans to be put in place and reported to Schools Forum. 4. The figures in this report and SEND forecast do not align. The pressures and risks to the Council are to be flagged with Finance. 5. Calculation of the level of risk from the forecast rise in numbers to be undertaken and reported to Schools Forum on a regular basis 	Claire Harvey. Claire Harvey. Gerard Jones.	24 April 2017 and monthly thereafter. Monthly monitoring. Monthly monitoring.
Para 11 – Special Schools Outreach	<ol style="list-style-type: none"> 6. Funding decisions to be evidenced (accurate costs and projections) and reported to Schools Forum on a regular basis. 7. Review of the gatekeeping and referral process for Outreach services. 	Claire Harvey. Gerard Jones.	Monthly monitoring. Based on the above.
Para 18 – DSG contribution to Central Overheads	<ol style="list-style-type: none"> 8. To be flagged as a Children’s Services pressure as part of the MTFP process later in the year. 9. To be flagged as a Council pressure 10. To be reviewed going forward. 	Sue Harrison Dawn Hill. Dawn Hill.	September 2017. December 2017.
Para 27 - ACB	<ol style="list-style-type: none"> 11. Council to support the set up of a Panel to determine the criteria for the allocation of Group 2 places at ACB and to provide advice on the application process. 12. DCS committed to send letter to school requesting participation in contribution which will be invoiced. This action has been taken forward through discussions with the Principal and Chairman of the ACB using a revised model for school contributions based on AWPU + Pupil Premium. 	Gerard Jones. Sue Harrison.	April 2017. 29 March 2017.
Para 30 – Special Schools - banding	<ol style="list-style-type: none"> 13. Banding values to be re-visited and reported back on. 	Gerard Jones.	September 2017.

<p>Para 31 – CBC allocation to Special Schools</p>	<p>14. Clarification on whether the figures reflect the predicted increase in numbers for Central Bedfordshire, the number of empty places, a breakdown of bands funded in relation to the number of pupil for all Special Schools.</p> <p>15. Special Schools to confirm their current number of pupils and their classification/banding in order for a comparison of the figures in this report with those in the School Organisational Plan to be undertaken.</p>	<p>Stuart Powell.</p> <p>Heads of special schools.</p>	<p>24 March 2017.</p> <p>23 March 2017.</p>
	<p>16. Clarification of how the Early Years and High Needs funding risks (@£1.7m) would be met in the future.</p>	<p>Gerard Jones.</p>	<p>September 2017.</p>
<p>Early Years Funding Report</p>	<p>17. Early Years SEND linked funding strands to be defined as part of the review.</p>	<p>Sue Tyler.</p>	<p>September 2017.</p>
	<p>Work plan for the next 9 months to be created and reported to next meeting Schools Forum (actions and mitigations to address issues)</p>	<p>Stuart Powell.</p>	<p>2 April 2017.</p>

Appendix 2

Central Bedfordshire Vulnerable Pupils (CBVP) Panel Draft Terms of Reference (June 2017 to July 2020)

Note: These terms of reference are part of the Central Bedfordshire Fair Access Protocol for Admission to Schools.

1. Role of the LA

1.1 To ensure full time provision for permanently excluded pupils, those meeting the criteria set out in the in the Central Bedfordshire Council Fair Access Protocol. (*Pupils who meet the FAP criteria and subsequent guidance are below in italics*) and pupils referred by schools to the Local Authority under Section 2.13 of the School Admissions Code 2014.

FAP Criteria

Pupils who are:

- *From the Criminal Justice System or PRU who need to be re-integrated into mainstream education;*
- *Known to have been out of education for two months or more;*
- *Gypsies, Roma, Travellers, refugees and asylum seekers;*
- *Homeless*
- *From unsupportive family backgrounds/known by Children's Social Care for whom a place has not been sought;*
- *Young carers;*
- *Known to have special educational needs, disabilities or medical conditions (but without a statement/EHCP).*
- *Resident in a refuge (due to issues involving domestic violence)*

It is important to note that many pupils in the above FAP categories are usually placed through the normal admissions process and only exceptional cases need to be considered as Fair Access placements.

- Applications for group 1 referrals to the Academy of Central Bedfordshire (ACB) who are at risk of permanent exclusion
- Group 2 referrals by schools to personalise the curriculum for those at risk of multiple fixed term exclusions or permanent exclusion

1.2 To provide a fair and equitable and open method of allocation of school places for these vulnerable pupils, that is as simple and transparent as possible

1.3 To reduce the amount of time such pupils spend without a school place and to enable the pupil to engage with the next placement as soon as possible.

1.4 To take into account the Special Educational Needs Code of Practice and the Central Bedfordshire Special Educational Needs Framework where these are appropriate.

1.5 To take informed and realistic decisions about where pupils should be placed.

2. Remit of the Vulnerable Learners Panel (VLP)

2.1 To receive information about such pupils in paragraph 1.1 above and potential receiving schools and make a judgement to:

- 2.1.1 Allocate a place in a mainstream school; or
- 2.1.2 Refer to the ACB

2.2 In appropriate cases, to defer a decision until the outcome of statutory assessment is known. Ask the Local Authority's SEN Statutory Panel to determine appropriate provision where a pupil has a Statement of Special Educational Needs and to support the decision making process of the SEN Statutory Panel by providing contextual information concerning local mainstream schools.

3. Structure and Process

3.1 The Panel forms an integral part of the re-integration Process. Information is gathered from the appropriate sources and is considered as soon as possible.

3.2 Membership of the Panel will be:

- Head of Service Access & Inclusion (chair)
- Team Leader Access & Inclusion
- CBC Inclusion Officer
- Head of School ACB Kingsland site
- Head of School ACB Stotfold site
- SEND representative (if appropriate)
- Nominated Senior Leaders with responsibility for Behaviour, Safety and Welfare from all Upper and Secondary schools with full delegated powers
- 4 Nominated Senior Leaders with responsibility for Behaviour, Safety and Welfare from Middle Schools

3.3 The Head of Access & Inclusion or a nominated representative will chair panels. The chair will summarise the discussions in each case, confirm a decision reflecting the view of the Panel and authorise the commissioning of alternative provision as necessary.

3.4 The Panel will meet fortnightly on Wednesday mornings in term time only. Where there are no pupils to be placed, the meeting will be cancelled.

3.5 The Team Leader Access & Inclusion (FAP) or school representative (ACB referral) will present the facts of the cases to the Panel.

3.6 The agenda with a summary of the cases to be discussed or a note of the cancellation will be drawn up by the Head of Access & Inclusion and circulated electronically by the Friday before the Panel meeting.

3.7 All appropriate schools will be notified by e-mail, by the Wednesday before the Panel meeting, of the year group and geographical area of the pupils being considered. Head teachers are able to present information via e-mail concerning their school to inform panel discussions concerning the pupil's next placement.

3.8 Panel meetings will be serviced by the Team Leader Access & Inclusion and outcomes circulated electronically to relevant parties within 2 school days after the panel. Parents will be notified of outcomes by phone and/or letter.

4. Information Protocol

4.1 In order to make an accurate assessment as to the appropriate placement for a pupil the following information will be collected and considered about potential receiving schools that have been identified by CBC

- Number of pupils EHCPs/statements
- Number of challenging pupils placed under the FAP with dates
- OFSTED status
- Views of both the excluding and receiving school headteachers

4.2 In order to make an accurate assessment as to the appropriate placement for a pupil the Group 1 referral document must be provided one week before the panel meets. It must include:

- Attendance record
- Behaviour record
- SEND support plan (if appropriate)
- Up to date academic progress
- Information of support/referrals to other agencies

4.3 In deciding a mainstream school place through the fair Access Protocol, panels will also take into consideration:

- Distance from family home.
KS 1 and 2 (Years Reception to Y6) - 5 miles (or closest if more than 5 miles for Y5 and 6 only))
Key Stages 3 and 4 (Years 7 to 10 - 10 miles).
- Transport will be provided by the Local Authority in line with statutory legal responsibilities)

Exceptional factors might include:

- Maximum infant class size;
- Where practicable in the summer term of the academic year prior to a phase transfer
- The presence in the school of a known and identifiable group of previous peers;
- The school is unable, after making reasonable adjustment, to accommodate the pupil's GCSE choices;
- Exceptional travel/transport considerations;
- The school has a disproportionate number of pupils not expected to achieve floor targets;
- The school has a disproportionate number of children with special educational needs as evidenced by the number of pupils at with statements or EHC Plans;
- The school has a disproportionate number of pupils subject to either child in need (Section 17) or child in need of protection (Section 47) enquiries;
- The school has an identifiable and specific short-term challenge.

5. Powers of Direction

5.1 The Schools Admission Code 2012 summarises the powers of direction given to Local Authority's under sections 96 & 97 of the 1998 Education Act, and the differing requirements in relation to admissions to Academies. Please refer to section 7 of Central Bedfordshire FAP.

6. Funding for Receiving School

6.1 Where pupils have been permanently excluded, schools will receive:

- The remainder of the AWPU funding calculated pro-rata
- The remainder of any outstanding High Needs Funding allocated to a pupil, calculated pro-rata.
- Funding through the CBEP application process

7. Monitoring of Effectiveness of CBVP Panel

7.1 An annual audit will be made of all the decisions taken by the CBVP Panel to monitor consistency and effectiveness which will be included in the annual LA report to the Director of Children's Service. In addition a termly report will be sent to the School Cluster Chairs.

8. Access to Full Time Provision

8.1 Permanently excluded pupils will be admitted onto the roll of the identified provision within 5 days of the school/setting being informed of the panel decision.

Note: These terms of reference are part of the Central Bedfordshire Fair Access Protocol for Admission to Schools.

1. Role of the LA

1.1 To ensure full time provision for permanently excluded pupils and those meeting the criteria set out in the in the Central Bedfordshire Council Fair Access Protocol.

- Pupils who meet the FAP criteria and subsequent guidance.
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- Group 2 referrals by schools to personalise the curriculum for those at risk of multiple fixed term exclusions or permanent exclusion

1.2 To provide a fair, equitable and open method of allocation of school places for these vulnerable pupils, that is as simple and transparent as possible.

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3.3 The Head of Access & Inclusion or a nominated representative will chair panels. The chair will summarise the discussions in each case, confirm a decision reflecting the view of the Panel and authorise the commissioning of alternative provision as necessary.

3.4 The Panel will meet fortnightly on Wednesday mornings in term time only. Where there are no pupils to be placed, the meeting will be cancelled.

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3.6 The agenda with a summary of the cases to be discussed or a note of the cancellation will be drawn up by the Head of Access & Inclusion and circulated electronically by the Friday before the Panel meeting.

3.7 All appropriate schools will be notified by e-mail, by the Wednesday before the Panel meeting, of the year group and geographical area of the pupils being considered. Head teachers are able to present information via e-mail concerning their school to inform panel discussions concerning the pupil's next placement.

3.8 Panel meetings will be serviced by the Team Leader Access & Inclusion and outcomes circulated electronically to relevant parties within 2 school days after the panel. Parents will be notified of outcomes by phone and/or letter.

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4.1 In order to make an accurate assessment as to the appropriate placement for a pupil the following information will be collected and considered about potential receiving schools that have been identified by CBC

- Number of pupils EHCPs/statements
- Number of challenging pupils placed under the FAP with dates
- OFSTED status
- Views of both the excluding and receiving school headteachers

4.2 In order to make an accurate assessment as to the appropriate placement for a pupil the Group 1 referral document must be provided one week before the panel meets. It must include:

- Attendance record
- Behaviour record
- SEND support plan (if appropriate)
- Up to date academic progress
- Information of support/referrals to other agencies

4.3 In deciding a mainstream school place, panels will also take into consideration:

- Parental Preference, parents are able to notify panel their school preference.
- Pupil Profile
- Distance

- Equitable share for each area/school is calculated as follows:

4.4 In the interest of equity, the following factors may be taken into consideration, but may not be the major factor in determining the placement of a child:

- Number of pupils permanently excluded from the school.
- Published Admission Number and Admission Limits
- Accommodation / capacity levels at schools
- Governing bodies of Community, Voluntary Controlled, Voluntary Aided, Foundation and Academy schools must implement any decision made by the panel relating to the admission of these pupils, in accordance with the Statutory School Admissions Code and in line with the agreed timescales.

4.5 Schools deemed 'inadequate' under Ofsted and where behaviour problems are a significant issue, will not be considered as possible receiving schools.

5. Powers of Direction

5.1 The Schools Admission Code 2012 summarises the powers of direction given to Local Authority's under sections 96 & 97 of the 1998 Education Act, and the differing requirements in relation to admissions to Academies. Please refer to section 7 of Central Bedfordshire FAP.

6. Funding for Receiving School

6.1 Where pupils have been permanently excluded, schools will receive:

- The remainder of the AWPU funding calculated pro-rata
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7. Monitoring of Effectiveness of CBVP Panel

7.1 An annual audit will be made of all the decisions taken by the CBVP Panel to monitor consistency and effectiveness which will be included in the annual LA report to the Director of Children's Service. In addition a termly report will be sent to the School Cluster Chairs.

8. Access to Full Time Provision

8.1 Permanently excluded pupils will be admitted onto the roll of the identified provision within 5 days of the school/setting being informed of the panel decision.

Factors considered:

Special schools are funded through two elements:

- **Places** – CBC will fund all Pre-16 pupils on roll in maintained CBC schools as at 19 January 2017 @ £10,000 per place irrespective of which authority they come from; EFA funds Academy Pre 16. All Post-16 places in both maintained and academy schools are also funded directly by the EFA.
- **Top-up** payments reflect the specific needs of pupils defined in criteria approved by panel in one of five bands or as agreed in + criteria. Top-up is paid to both academies and maintained schools for both Pre-and Post-16 pupils. The top-up funding for out of authority pupils (pupils placed in a CBC school by another authority) is paid by the home authority which is invoiced by the school (which is also entitled to make an additional charge for administration).

In addition:

- Place Funding will be paid pro rata for CBC placed pupils once all funded places have been filled
- Top Up funding for additional CBC pupils will be paid pro rata
- Other Authority placed pupils that exceed the funded places will also contribute to the lack of place funding (place + top-up)

Oak Bank

Total Number of pupils on roll for census = 89 (91 places funded Apr- Aug / 117 Sept – March 18)

79 CBC pupils

5 Luton pupils

1 Bucks pupil

1 Bedford pupil

1 Milton Keynes pupil

1 LAC to Herts (living in CBC)

1 LAC to Bucks (living in CBC)

Place Funding			
EFA (Apr – Aug)	Top-up	Pre and Post 16	Total CBC
	Band 3	31 x £9,817	£304,327
	Band 4	35 x £16,648	£582,680
	Band 5	13 x £31,648	£411,424
£910,000	Total		£1,298,431

Total CBC initial allocation for Oak Bank (Top – up funding 79 places) = £1,298,431

Application for in-Year Funding will be discussed if additional pupils enter the school.

2 additional notional Band 4 top-up places for CBC pupils expected to start in April 2017.

Potential call on budget is £33,296.

Any places above those funded (91 places funded Apr - Aug / 117 Sept – March 18) will be paid pro rata by placing authority (CBC or other LA).

Expected 5 from other LAs – charging should consider both top up and place element.

The Chiltern School

Total Number of pupils on roll for census = 199

CBC pupils = 185

1 LAC to Herts

13 Luton pupils

Place Funding					
EFA	CBC	Top-up	Pre-16	Post-16	Total CBC
2 x £10,000 = £20,000	13 x £10,000 = £130,000	Band 2	13 x £3,083 = £40,079	2 x £3,083 = £6,166	£176,245
5 x £10,000 = £50,000	120 x £10,000 = £1,200,000	Band 3	109 x £9,251 = £1,008,359	5 x £9,251 = £46,255	£2,194,614
10 x £10,000 = £100,000	49 x £10,000 = £490,000	Band 4	46 x 13,418 = £617,228	10 x £13,418 = £134,180	£1,311,408
£170,000	£1,820,000	Total	£1,665,666	£186,601	£3,672,267

Total CBC initial allocation for The Chiltern = £3,672,267

Estimated EFA allocation for Post 16 = £170,000 (to be compared with EFA allocation and updated)

Application for in-Year Funding will be discussed if additional pupils enter the school.

3 additional notional Band 4 pupil place allowances are allocated for pupils starting in April 2017.

8 additional notional Band 3 pupil place allowances are allocated for pupils starting in April 2017.

Potential call on budget £114,262 for Top Up and potential 11 places £110,000 (subject to review once EFA funding known).

Any places above those funded will be paid pro rata by placing authority (CBC or other LA)

Ivel Valley

Total Number of pupils on roll for census = 179

CBC Pupils = 153

Out of authority students = 24 (13 pupils Pre, 11 pupils Post 16)

Place Funding					
EFA	CBC	Top-up	Pre-16	Post-16	Total CBC
1 x £10,000 = £10,000	1x £10,000 = £10,000	Band 1	£0	£0	£10,000
13 x £10,000 = £130,000	25 @ £10,000 = £250,000	Band 2	24 @ £2,397 = £57,528	10 @ £2,397 = £23,970	£331,498
20 x £10,000 = £200,000	47 @ £10,000 = £470,00	Band 3	44 @ £8,658 = £380,952	16 @ £8,658 = £138,528	£989,480
13 x 10,000 = £130,000	59 x £10,000 = £590,000	Band 4	49 @ £12,889 = £631,561	8 @ 12,889 = £103,112	£1,324,673
£470,000	£1,320,000	Totals	£1,070,041	£265,610	£2,655,651

Total CBC initial allocation for Ivel Valley = £2,655,651

Estimated EFA allocation for Post 16 = £470,000 (to be compared with EFA allocation and updated)

3 additional notional Band 3 pupil place allowances are allocated for pupils starting in April 2017.

Potential call on budget £129,086 for Top Up and potential 11 places £110,000 (subject to review once EFA funding known).

Any places above those funded will be paid pro rata by placing authority (CBC or other LA)

Those pupils agreed at panel as above Band 4, differential funding will be paid separately (difference in top up between Band 4 £12,889 and agreed level).

Weatherfield

Total Pupils = 126 (105 places funded Apr- Aug / 138 Sept – March 18)

CBC Pupils = 108

Out of authority students = 18

14 Luton pupils

2 Herts pupils

2 Bucks pupils

EFA (Apr – Aug)	Top-up	Pre and Post 16	Total CBC
	Band 1	6 x £0 = £0	£0
	Band 2	96 x £1,671	£160,416
	Band 3	6 x £7,838	£47,028
£1,050,000	Total		£207,444

Total CBC Allocation for Weatherfield (Top up funding 108 places) = £207,444.

The EFA allocation is to be agreed if additional funding of places is required (from April 17).

CBC will only place Band 2 pupils at this school going forward.

Application for in-Year Funding will be discussed if additional pupils enter the school.

5 additional notional Band 2 top-up places for CBC pupils expected to start in April 2017.

Potential call on budget is £8,355.

Any places above those funded (105 places funded Apr- Aug / 138 Sept – March 18) will be paid pro rata by placing authority (CBC or other LA).

Initial Allocation to Special Schools: £7,833,793

Potential applications for in-year funding:

Oakbank £33,296 (top up)

Chiltern £114,262 (top up) + potential places £110,000

Ivel Valley £168,609 (top up, including 4++) + potential places £110,000

Weatherfield £8,355 (top up) + potential places £33,333 (Apr – Aug)

Total £577,855

Meeting: Schools Forum

Date: 12 June 2017

Subject: School Finance Update

Report of: Director of Children's Services

Summary: To update the Schools Forum on the 2016/17 Schools out-turn position.

Contact Officer: Dawn Hill, Priory House, Shefford

Public/Exempt: Public

Wards Affected: All

Function of: Council

RECOMMENDATIONS:

- 1. To note the Finance update for Schools.**

Background

1. Central Bedfordshire Council's (the LA) Scheme for Financing Schools is based on the legislative provisions in sections 45 – 53 of the School Standards and Framework Act 1998 (the Act) and the School and Early Years Finance (England) Regulations 2017 (the regulations). Under this legislation, the Department for Education (DfE) will determine on an annual basis, the minimum size of the Schools Budget, through the Dedicated Schools Grant (DSG). The Local Authority (LA) will determine the actual level of the Schools Budget and their non –schools education Budget.
2. The LA may centrally retain funding in the Schools Budget for purposes defined in regulations made by the Secretary of State under Section 45A of the Act. The amounts to be retained centrally are decided upon annually by the LA, subject to any limits or conditions prescribed by the Secretary of State and any amounts that have to be agreed by the Schools Forum. The balance of the Schools Budget remaining after deduction of centrally retained funds is termed the Individual Schools Budget (ISB).
3. The LA will not retain any unallocated reserve within the ISB but must distribute the ISB amongst all maintained schools, using a formula which accords with regulations made by the Secretary of State and enables the calculation of a budget share for each maintained school. This budget share is then delegated to the governing body of the school concerned, unless the school is a new school which has not yet received a delegated budget, or the right to a delegated budget has been suspended in accordance with Section 51 of the Act.
4. The financial controls within which delegation works are set out in Central Bedfordshire Council's Financial Regulations for Schools in accordance with Section 48 of the Schools Standards and Framework Act (1998) and approved by the Secretary of State.

5. The LA may suspend a school's right to a delegated budget if the provisions of the authority's financial scheme (or rules applied by the scheme) have been substantially or persistently breached, or if the budget share has not been managed satisfactorily.
6. Schools must satisfy the minimum requirements with regard to financial controls, procedures and systems in operation so far as necessary for the discharge of the S. 151 Officer responsibilities under Section 151 of the Local Government Act 1972. As this involves all financial records being maintained in school, these documents become the prime record and, therefore, are subject to a more rigorous LA and external audit.
7. To assist the Section 151 Officer in exercising his duties under the Act, Schools are categorised into Red, Amber, and Green (RAG) ratings of risk. This process takes place twice a year, in May, following the financial year end and receipt of the current budget plan, and January, following the Schools completion of the year end forecasts outturn. A regular update is held as schools circumstances change.
8. The Scheme (Section 4.9) permits schools to plan for a deficit budget with the maximum length of time over which schools may recover being three years. Schools' requests for licensed deficits must be supported by a detailed recovery plan. Licensed Deficits shall not normally exceed 10% of a school's budget share. No more than one third of the collective balances held by the LA will be used to back these arrangements.
9. Unlicensed deficits are reported to the Department for Education as part of the School's Consistent Financial Reporting (CFR) return.

Schools out-turn 2016/17

10. There were 82 Maintained Schools in Central Bedfordshire as at 31 March 2017 with a delegated budget of £84M. Maintained Schools balances as at 31 March 2017 are as follows (Appendix A):-

Sector	Revenue £		Capital £	
	2015/16	2016/17	2015/16	2016/17
Nursery (2)	254,059	267,706	24,360	16,956
Lower (71)	8,175,895	6,488,469	841,511	708,697
Middle (5)	1,026,448	907,516	552,359	176,188
Upper (2)	692,569	804,952	24,752	15,960
Special (2)	1,648,995	1,698,426	34	9,670
Total (82)	11,797,966	10,167,069	1,443,016	927,471

11. Consistent Financial Returns (CFR) distinguish Revenue balances between committed, uncommitted and community focused reserves. Due to errors on a number of School year end accounts, CFR has not yet been finalised and those schools are currently being visited. The balances above may require adjustment once these visits have taken place.
12. The Scheme for Financing Schools, section 4.2, defines excess balances; 10% (Secondary and Special) or 15% (Nursery and Primary) of the current years' individual school budget share. Those schools holding excess uncommitted balances will be contacted individually requesting details of how the excess balance will be spent. Details of those schools holding excess

balances will be brought to the next meeting of the Schools Forum for a decision on possible clawback of excess funds.

13. The categorisation of Schools against the rating of risk (Paragraph 7) is still in progress pending the verification of the Schools out-turn position. This will also be brought to the next meeting of the School Forum.
14. All maintained schools with a delegated budget must demonstrate compliance with the Schools Financial Value Standard (SFVS) and complete the assessment form on an annual basis. The LA's S.151 Officer is required to certify to the DfE how many schools have completed the SFVS form and give the reasons for those that didn't complete. For 2016/17 all schools have submitted the SFVS although some schools did not meet the required date of submission of 31 March 2017.

Appendix A – School 2016/17 Revenue and Capital Balances

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Appendix A

CC	School	2015/16 Balances			2016/17 Balances		
		Revenue	Total Capital	Total 2015/16	Revenue	Total Capital	Total 2016/17
301401	WESTFIELD NURSERY SCHOOL	27,331	273	27,604	29,337	569	29,906
301101	WILLOW NURSERY SCHOOL	226,728	24,087	250,815	238,369	16,387	254,756
2 Total Nurseries		254,059	24,360	278,419	267,706	16,956	284,662
611401	ASHTON ST PETERS - VA LOWER SCHOOL	28,454	0	28,454	38,379	0	38,379
610801	ASPLEY GUISE LOWER SCHOOL	117,371	0	117,371	125,694	5,192	130,886
613501	BEAUDESERT LOWER SCHOOL	248,705	7,814	256,519	278,219	10,888	289,107
603101	CALDECOTE LOWER SCHOOL	34,739	9,178	43,917	24,810	3,492	28,303
603201	CAMPTON LOWER SCHOOL	61,622	32,777	94,399	51,810	0	51,810
603401	CHALTON LOWER SCHOOL	163,275	0	163,275	177,354	0	177,354
606901	CHURCH END LOWER SCHOOL	324,171	11,865	336,036	400,512	0	400,512
613601	CLIPSTONE BROOK LOWER SCHOOL	4,600	58,881	63,481	-42,646	19,830	-22,816
605701	DERWENT LOWER SCHOOL	72,442	1	72,443	43,492	5,238	48,729
613701	DOVERY DOWN LOWER SCHOOL	166,444	2	166,446	78,489	-1	78,488
604301	DUNTON LOWER SCHOOL	76,372	61,686	138,058	91,266	310,687	401,953
604601	EVERTON LOWER SCHOOL	39,974	56,514	96,488	36,061	4,376	40,437
615601	FAIRFIELD LOWER SCHOOL	217,933	41,173	259,106	188,562	35,288	223,850
604801	FLITWICK LOWER SCHOOL	224,653	16,172	240,825	154,392	15,365	169,757
613901	GREENLEAS LOWER SCHOOL	119,542	13,082	132,624	114,897	13,081	127,978
612701	HAWTHORN PARK LOWER SCHOOL	121,145	0	121,145	227,415	0	227,415
605601	HAYNES LOWER SCHOOL	64,935	0	64,935	52,230	426	52,656
613801	HEATHWOOD LOWER SCHOOL	82,315	11,543	93,858	54,015	4,022	58,037
612601	HOCKLIFFE LOWER SCHOOL	59,685	0	59,685	22,552	0	22,552
605901	HOUGHTON CONQUEST LOWER SCHOOL	66,756	5,641	72,397	41,916	10,759	52,675
612801	HOUGHTON REGIS LOWER SCHOOL	81,781	1	81,782	104,533	0	104,533
613301	HUSBORNE CRAWLEY LOWER SCHOOL	7,794	1,280	9,074	8,611	818	9,429
611801	ICKNIELD LOWER SCHOOL	580,939	42,792	623,731	138,177	1,719	139,896
615401	JOHN DONNE LOWER SCHOOL	34,075	0	34,075	9,503	0	9,503
613401	KENSWORTH LOWER SCHOOL	57,028	9,583	66,611	14,507	9,577	24,084
604901	KINGSMOOR LOWER SCHOOL	61,313	4,829	66,142	51,031	0	51,031
608401	LABURNUM LOWER SCHOOL	64,690	13,541	78,231	60,490	5,133	65,622
602601	LAWNSIDE LOWER SCHOOL	94,806	4,204	99,010	79,580	0	79,580
614001	LEEDON LOWER SCHOOL	101,773	0	101,773	34,423	0	34,423
614401	LINSLADE LOWER SCHOOL	42,268	0	42,268	51,929	6,446	58,375
615101	MAPLE TREE LOWER SCHOOL	10,730	0	10,730	44,623	2,399	47,022
614101	MARY BASSETT LOWER SCHOOL	73,817	1,366	75,183	119,488	14,264	133,752
607101	MAULDEN LOWER SCHOOL	126,081	0	126,081	71,855	0	71,855
607401	MOGGERHANGER LOWER SCHOOL	30,716	2,354	33,070	-8,949	5,730	-3,219
607501	NORTHILL LOWER SCHOOL	44,222	0	44,222	4,459	0	4,459
607801	POTTON LOWER SCHOOL	131,964	0	131,964	22,747	0	22,747
614201	PULFORDS LOWER SCHOOL	-53,010	0	-53,010	42,057	0	42,057
600701	RAMSEY MANOR LOWER SCHOOL	225,494	7,172	232,666	188,735	0	188,735
614601	RIDGEMONT LOWER SCHOOL	42,213	6,102	48,315	47,157	6,065	53,222
608501	ROBERT PEEL LOWER SCHOOL	85,349	238,400	323,749	111,613	85,675	197,288
609401	ROECROFT LOWER SCHOOL	267,652	7,289	274,941	279,612	7,289	286,901
600501	RUSSELL LOWER SCHOOL	192,605	32,317	224,922	180,475	0	180,475
608801	SHEFFORD LOWER SCHOOL	252,760	23,882	276,642	229,032	9,395	238,427
607001	SHELTON LOWER SCHOOL	44,485	5,345	49,830	31,692	7,410	39,102
608901	SHILLINGTON LOWER SCHOOL	134,365	1	134,366	96,723	0	96,723
609101	SILSOE LOWER SCHOOL	333,252	2,848	336,100	66,832	8,180	75,012
611101	SLIP END LOWER SCHOOL	119,965	0	119,965	68,172	0	68,172
614501	SOUTHCOTT LOWER SCHOOL	203,852	10,783	214,635	231,972	2,432	234,404
609201	SOUTHILL LOWER SCHOOL	15,334	3,011	18,345	15,836	0	15,836
602701	ST ANDREWS LOWER SCHOOL	375,331	11,050	386,381	297,954	19,843	317,797
614301	ST GEORGES LOWER SCHOOL	9,143	13,207	22,350	43,824	6,816	50,640
612501	ST LEONARDS VA LOWER SCHOOL	53,000	0	53,000	27,318	0	27,318
612201	ST MARYS LOWER - (DUNSTABLE)	171,925	0	171,925	183,848	0	183,848
603701	ST MARYS LOWER SCHOOL (CLOPHILL)	86,410	0	86,410	72,484	0	72,484
608601	ST SWITHUNS LOWER SCHOOL	168,221	1,886	170,107	199,413	7,377	206,790
613101	ST VINCENTS LOWER SCHOOL	112,509	0	112,509	79,424	0	79,424
614701	STANBRIDGE LOWER SCHOOL	7,169	2,076	9,245	13,332	35	13,367
606801	STONDON LOWER SCHOOL	26,619	462	27,081	50,773	0	50,773
614801	STUDHAM LOWER SCHOOL	44,870	11,878	56,748	47,075	14,261	61,336
609701	SUTTON VA LOWER SCHOOL	58,430	0	58,430	51,868	0	51,868
610901	SWALLOWFIELD LOWER SCHOOL	154,575	0	154,575	63,842	5,560	69,402
605001	TEMPLEFIELD LOWER SCHOOL	96,147	20	96,167	97,956	21	97,977
606701	THOMAS JOHNSON LOWER SCHOOL	78,701	54	78,755	29,359	5,114	34,473
613201	THOMAS WHITEHEAD VA LOWER SCHOOL	35,958	0	35,958	-8,006	0	-8,006
613001	THORNHILL LOWER SCHOOL	57,088	20,663	77,751	89,581	26,887	116,468
612901	TITHE FARM LOWER SCHOOL	548,514	29,130	577,644	250,603	0	250,603
614901	TOTTERNHOE LOWER SCHOOL	97,172	5,119	102,291	79,090	704	79,794
612301	WATLING LOWER SCHOOL	29,755	416	30,171	9,406	1,515	10,921
610101	WESTONING LOWER SCHOOL	121,688	2,118	123,806	124,819	0	124,819
615001	WOBURN LOWER SCHOOL	103,250	-2	103,248	94,674	4,722	99,396
610601	WRESTLINGWORTH LOWER SCHOOL	35,974	5	35,979	33,498	4,669	38,167
71 Total Loweres		8,175,895	841,511	9,017,406	6,488,469	708,697	7,197,166
702401	BURGOYNE MIDDLE SCHOOL	119,221	50,001	169,222	120,565	12,827	133,392
704301	CADDINGTON VILLAGE SCHOOL	286,131	40,001	326,132	274,132	0	274,132
701301	EDWARD PEAKE MIDDLE SCHOOL	211,942	53,716	265,658	116,674	0	116,674
704001	LEIGHTON MIDDLE SCHOOL	190,673	8,411	199,084	220,157	95,087	315,244
702901	PARKFIELDS MIDDLE SCHOOL	218,481	400,230	618,711	175,988	68,274	244,262
5 Total Middles		1,026,448	552,359	1,578,807	907,516	176,188	1,083,704
801301	MANSHEAD UPPER SCHOOL	618,704	0	618,704	877,468	0	877,468
800901	SANDY UPPER SCHOOL	73,865	24,752	98,617	-72,516	15,960	-56,556
2 Total Uppers		692,569	24,752	717,321	804,952	15,960	820,912
900501	CHILTERN SCHOOL	1,286,824	0	1,286,824	1,277,746	9,636	1,287,382
900301	IVEL VALLEY SPECIAL SCHOOL	362,171	34	362,205	420,680	34	420,714
2 Total Specials		1,648,995	34	1,649,029	1,698,426	9,670	1,708,096
Maintained		11,797,966	1,443,016	13,240,982	10,167,069	927,471	11,094,540

Meeting: Schools Forum
Date: 12 June 2017
Subject: School Forum Budget

Report of: Director of Children’s Services

Summary: To provide an update on the use of the School Forum Budget for the financial year 2016/17.

Contact Officer: Dawn Hill, Priory House, Shefford

Public/Exempt: Public

Wards Affected: All

Function of: Council

RECOMMENDATIONS:

- 1. To note the School Forum spend for the financial year 2016/17.**

Background

1. The School Forum Budget falls under Schedule 2 of The School and Early Years Finance (England) Regulations 2015. ‘Classes or descriptions of planned expenditure prescribed for the purposes of the Schools budget of a Local Authority which may be deducted from it to determine the Individual Schools Budget’ – ‘establishment and maintenance of, and consultation with, Schools Forums. Any deduction must not exceed the amount deducted for the previous funding period.
2. A budget of £3,000 for 2016/17 has been set for costs associated with the operation of the Forum, with the continued membership of the F40 group and £2,000 delegated to the Chairman of the Schools Forum to fund the commissioning of consultancy and administration support. The level of the budget will be reviewed annually.

Update

3. The following table sets out the expenditure to 31 March 2017:

	BUDGET £	SPEND £	BALANCE £
Carry Forward from 2015/16	5,253		
Budget Allocation 2016/17	3,000		
F40 Subscription		(1,000)	
General and Travel Expenses		(281)	
Training Expenses		(1,450)	
Total	8,253	(2,731)	5,522

4. The balance has been carried forward to 2017/18.

Appendices: None

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Meeting: Schools Forum

Date: 12 June 2017

Subject: Dedicated School Grant Contingency Budgets

Report of: Director of Children's Services

Summary: To provide an update on the use of the School Contingency Budgets for the financial year 2016/17.

Contact Officer: Dawn Hill, Priory House, Shefford

Public/Exempt: Public

Wards Affected: All

Function of: Council

RECOMMENDATIONS:

- 1. To note the Dedicated School Grant (DSG) Contingency spend for the financial year 2016/17.**

Background

1. From 2013/14 the Dedicated School Grant is split into three notional blocks; Schools, High Needs and Early Years with each block holding its own contingency budget.

School Block

2. The Schools Specific Contingency Budget falls under Schedule 2 (Part 5) of The School and Early Years Finance (England) Regulations 2015; 'Classes or descriptions of planned expenditure prescribed for the purposes of the Schools budget of a Local Authority which may be deducted from it to determine the Individual Schools Budget (ISB)'. Part 5 relates to items that may be removed from Maintained Schools' Budget Shares by way of de-delegation. De-delegation is not an option for Academies, special schools, nurseries or PRUs.
3. Expenditure on the Schools Specific Contingency is central expenditure deducted for the purpose of ensuring that monies are available to enable an increase in a school's budget share after it has been allocated; and where it subsequently becomes apparent that a governing body have incurred expenditure which it would be unreasonable to expect them to meet from the school's budget share which may include expenditure in relation to:
 - schools in financial difficulty
 - the writing off of deficits of schools which are discontinued, excluding any associated costs and overheads
 - new, amalgamating or closing schools, or
 - other expenditure where the circumstances were unforeseen when initially determining the school's budget share

High Needs Block

4. Contingencies are held centrally to fund unforeseen circumstances and any potential overspends in the centrally retained High Needs Budgets. The following issues remain unresolved:
- The resource implications of changes in SEND provision through the implementation of the Children and Families Act in 2014 is determined.
 - The implications of the development of Central Bedfordshire’s vision for Special Schooling and Specialist Provision, including capital costs.

Early Years Block

5. Early Years provision is funded based on predicted total number of hours’ attendance of registered pupils. The LA must review the budget share when further information on actual hours of attendance is available, in accordance with Part 3 of The School and Early Years Finance (England) Regulations 2015. The Early Years Contingency budget has been set aside to fund the headcount adjustment that is allowable within the regulations.

Update

School Contingency

6. The following table sets out the expenditure to 31 March 2017:

	BUDGET £	SPEND £	BALANCE £
Carry Forward from 2015/16	776,127		
Unallocated DSG (All Schools)	4,390		
School Split Site Funding		(20,000)	
Transfer to ISB		(104,555)	
VAT Reimbursement CLA		40,823	
Closing School Deficit		(547,156)	
Total School Contingency	780,517	(630,888)	149,629

7. The C/F balance of £776,127 is split between de-delegated ring fenced funding for Maintained schools only of £671,572 and £104,555 for all schools. The de-delegated funding has been applied to the closing schools deficit. The remaining carry forward balance has been redistributed to all schools in 2016/17 via the Age-Weighted Pupil Unit (AWPU).
8. The balance carried forward to 2017/18 of £149,629 is split £124,416 de-delegated funding for Maintained schools only and £25,213 for all schools.

High Needs Contingency

9. At the meeting of the 14 March 2016 School Forum agreed in principle an application to the Secretary of State (SoS) to transfer unspent 2015/16 HN Block DSG to capital. On 16 June 2016 the SoS granted the transfer. The

funding will support increasing demand for places in specialist SEND provisions, a contribution towards the expansion of primary and secondary provision at Ivel Valley Special School as well as the expansion of the Alternative Provision at the Academy of Central Bedfordshire.

- 10 The following table sets out the expenditure to 31 March 2017:

	BUDGET £	SPEND £	BALANCE £
Carry Forward from 2015/16	783,877		
Transfer to capital development in specialist provisions		(783,877)	
Unallocated HN Block 2016/17	606,980		
Academy of Central Bedfordshire Rates Funding		(5,131)	
Post 16 HN places (Manshead Upper)		(20,000)	
3% Increase to Top Up Funding Bands for Specialist Provisions		(55,279)	
In year increase to Special Schools		(58,797)	
Academy of Central Bedfordshire Funding Uplift		(70,000)	
Centrally Retained High Needs Overspend		(694,862)	
Total SEN Contingency	1,390,857	(1,687,946)	(297,089)

High Needs Block overspend of £297,089 has been set against unspent Early Years Contingency.

Early Years Contingency

11. The following table sets out the expenditure to 31 March 2017:

	BUDGET £	SPEND £	BALANCE £
Carry Forward from 2015/16	819,823		
Unallocated Early Years Block 2016/17	395,740		
EY Block adjustment		(61,374)	
EY Block adjustment for growth in FTEs (Jan15 – Jan 16)		(224,666)	
January 2016 census adjustment		(109,910)	
Biggleswade Academy Split Site		(110,000)	
May 2016 census adjustment		(37,433)	
October 2016 census adjustment		(182,734)	
DSG Funded Childcare		(53,123)	
Centrally Retained High Needs Year end overspend		(297,089)	
Total Early Years Contingency	1,215,563	(1,076,329)	139,234

Appendices: None

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Central Bedfordshire Council

Schools Forum

Monday, 12 June 2017

Work Programme

Advising Officer:

Sharon Griffin, Committee Services Officer
(sharon.griffin@centralbedfordshire.gov.uk)

Purpose of this report

The purpose of this report is to assist the Schools Forum in discharging its responsibilities by providing a proposed work programme for consideration.

RECOMMENDATION

That the Panel considers the proposed work programme attached at Appendix A.

1. To assist the Schools Forum Panel a work programme is attached at Appendix A to this report. The work programme contains the known agenda items that the Forum will need to consider.
2. Additional items will be identified as the municipal year progresses. The work programme is therefore subject to change.

Council Priorities

3. The activities of the Schools Forum are crucial to ensuring that the Council effectively discharges its duty to maintain rigorous and transparency through the work of the Forum of the Schools Budgets. By considering, approving and following its work programme, the Forum helps support the Council's priorities as set out in the Council's Five-Year Plan:
<http://www.centralbedfordshire.gov.uk/council/five-year/plan.aspx>

Corporate Implications

Legal Implications

4. There are no legal implications.

Financial and Risk Implications

5. There are no financial and risk implications.

Equalities Implications

6. Central Bedfordshire Council has a statutory duty to promote equality of opportunity, eliminate unlawful discrimination, harassment and victimisation and foster good relations in respect of nine protected characteristics; age disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
7. Report authors will be encouraged to work with the Corporate Policy Advisor (Equality & Diversity) in order to ensure that relevant equality implications are identified.

Conclusion and next Steps

8. This report will assist the Schools Forum Panel in discharging its responsibilities. Any amendments approved by the Forum will be incorporated in the work programme.

Appendices

The following Appendix is attached:

Appendix A – Schools Forum Work Programme

Background Papers

None

Appendix A

Schools Forum Panel Work Programme

2016/17 Municipal Year	
6 March 2017	<ul style="list-style-type: none"> • Growth Fund Growth Fund payments and criteria (VW) • Revised Terms of Reference for the Early Years Block Technical Sub Group (ST) • Draft response to the High Needs Block and School Block consultations (DH) • Membership of the Schools Block Technical Sub Group (DH) • Dedicated Schools Grant; <ul style="list-style-type: none"> ○ To provide an update on the High Needs Block spend in 2016/17 and proposed spend for 2017/18 (HR). • Dates of Future Meetings
12 June 2017	<ul style="list-style-type: none"> • Growth Fund Growth Fund payments and criteria (VW)
	<ul style="list-style-type: none"> • DSG Update
	<ul style="list-style-type: none"> • School Forum Budget
	<ul style="list-style-type: none"> • School Contingency Budget update
	<ul style="list-style-type: none"> • High Needs Block – Final 2017/18 Budget and next steps (SP)
18 September	<ul style="list-style-type: none"> •
20 November	<ul style="list-style-type: none"> •

Unscheduled reports:

- Funding for the Academy of Bedfordshire (ACB) (SP)
- Feedback from consultation carried out with Early Years providers on recommended operating model (ST)
- Membership of the Schools Block Technical Sub Group (DH)
- Directed changes to the Scheme for Financing Schools (DH)
- Schools Finance update (DH)

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