



**Meeting:** Schools Forum  
**Date:** 18 September 2017  
**Subject:** Growth Fund new payment arrangements  
**Report of:** Director of Children's Services

**Purpose of report:**

1. To update Schools Forum on the new payment arrangements for the Growth Fund for schools commissioned by Central Bedfordshire Council to provide additional school places.
2. For the Schools Forum to comment on the new payment arrangements and on whether to continue to support this arrangement, in light of this updated information.

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

**Public/Exempt:** Public

**Wards Affected:** All

**Function of:** Council

**RECOMMENDATION(S):**

- 1) **To note the contents of the update to the new payment arrangements for the Growth Fund and for the Technical Sub Group to undertake a review to report back to the Schools Forum.**

**Background:**

1. On the 12 June 2017 the Schools Forum received a report for the new payment arrangement for the Growth Fund. The report can be found at:-  
<http://centralbeds.moderngov.co.uk/ieListDocuments.aspx?CId=662&MId=5338&Ver=4>
2. The June 2017 report was a culmination of work from officers and the following members of the Schools Forum:-
  - 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
3. The report proposed the benefits of a standardised payment system for schools and the Schools Forum by:-

- Being able to accurately forecast the payments for the financial year to provide a much more informed budget when requesting the growth fund top slice in future years
  - Setting payment amounts this will provide schools with autonomy for establishing their additional classes and an incentive to achieve value for money. It will also enable schools to plan ahead at the beginning of each financial year
  - Removing the onerous task for schools of making a growth fund claim
  - Streamlining the process
  - Ensuring growth fund money is distributed equitably to all eligible schools
4. The report for the standardised payments package was agreed in principle. However, the Schools Forum requested that further modelling would be required to understand the full implications of the new system for schools. Officers were instructed to provide further information and circulate this electronically for review and subsequent payment to schools, if approved.
5. Officers undertook further modelling and incorporated comments from the Schools Forum for the new payment system and circulated it to members of the new Technical sub group. The revised payment schedule proposed an increase to the following for schools:-
- The costs for advertising is increased from Lower/Primary from £750 to £1,500 and for Middle/Upper/Sec from £1,500 to £2,000
6. Members of the Technical sub group also proposed the following:-
- The Technical sub group will review the 'pilot year' for the new payment mechanism and recommend changes if required to the School Forum
  - The Technical Sub group will meet to address 'exceptional circumstances' where funds need to be reviewed to ensure the process remains fair and equitable for all schools.
  - The Technical sub group will undertake a review of the outcomes of schools following expansions to ensure standards are not affected.
  - A subsequent paper will be presented back to School Forum with an evaluation of the new package.
7. To ensure schools were not financially disadvantaged and as previously proposed by the Schools Forum, on the 14 and 18 June 2017, an email was circulated to members of the Schools Forum with the recommendation that payments to school should be made with the new package. (Appendix A)
8. The new payment schedule required agreement from a quorum of members as outlined in the DfE Operational Guidance for the Schools Forum. Over the course of the following weeks, following the email, members of the forum voted as follows:-

	<b>Approved</b>
Ali Brabner, Cranfield Academy	Yes
Paul Burrett, Studham CofE Lower School and Pre-School	Yes
Sue Howley, Greenleas Lower School	Yes
Karen Hayward, Sandy Upper school	Yes
Sharon Ingham, Hadrian Academy	Yes
Leigh Davies, Willow Nursery School	Yes
Ali Challis, Cleverkidz	Yes
Stephen Tiktin, Beaudesert Lower School	Yes
Pete Cohen, Oak Bank School	Yes

9. Under the DfE Operational Guidance for the Schools Forum the new payment package received sufficient votes to be approved and agreed. Payments to schools commissioned by Central Bedfordshire Council for additional school places were advised of the Schools Forum new payment on the 15 August 2017. Subsequent payment advice was sent to the schools. (Appendix B)
10. Where schools, especially academies did not receive the new payments in sufficient time, Central Bedfordshire Council ensured schools that the costs of the additional places would be protected to ensure schools were not financially disadvantaged.

### **Next steps**

11. The Technical sub group and officers will take a review of the pilot year for the new payment amounts in December and provide an update and recommendation to Schools Forum at the beginning of the calendar year to ensure future payments are planned.
12. All future commissioned new school places will receive in advance clear and transparent information for the new payment schedule for the growth fund and the payment package for FF&E as part of the expansion discussions. Once an expansion is agreed a payment forecast would be provided to the school detailing the payment forecast and schedule of payments for the programmed period.
13. The School Organisation Plan is currently being refreshed and it is envisaged additional lower and middle school places will be required from September 2018. This is in addition to the school places commissioned and existing payments. The combined forecast spend for 2018-19 is expected to exceed £2m. (Appendix C). The exact number of additional school places required will not be clear until the national closing date for applications for school places, after the 15 January 2018.

## Appendix A

# 2017/2018 Growth Fund Payment Package 1FE (Form of Entry) expansions

### Pupil led funding

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

Key Stage	AWPU per child	Annual award	7/12 <sup>th</sup> (Sep-Mar)	5/12 <sup>th</sup> (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

Maintained schools receive 7/12ths per year. Academies to receive annual award.

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

**£750** A class room set up cost of 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.  
For 1FE 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).

### Recruitment

Lower/primary schools:

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

Middle/secondary/upper schools:

Item	Payment
Advert	£2,000
DBS/CRB checks (x4)	£176
Medical checks (x4)	£20
Total	£2,196

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

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).

### **One off lead in costs (first year of programme only)**

	£
To cover two additional Governing Body meetings	300
Head teacher/senior leadership time 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))	5,000
Business manager/finance/project officer time (£20 per hour including on costs) 6 hours per day x 1 day per week x 22 weeks (two terms)	2,640
Site agent time with contractors To cover 2 weeks at 37hours per week overtime	1,000

### **Extending curriculum resources**

Per commissioned class for the programme period.	5,000
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### **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 <sup>th</sup> (Sep-Mar)	5/12 <sup>th</sup> (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

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

**£750** A class room set up cost 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)

Deputy recruitment	£
A one off payment (lower/primary)	800
A one off payment (middle/secondary/upper)	1,550

Lower/primary schools:

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

Middle/secondary/upper schools:

Item	Payment
Advert	£2,000
DBS/CRB checks (x4)	£176
Medical checks (x4)	£20
Total	£2,196

The recruitment costs above 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).

### **One off lead in costs**

	£
To cover four additional Governing Body meetings	600
Headteacher/senior leadership time  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))	3,300
Business manager/finance/project officer time  (£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.	5,612
Site agent time with contractors  To cover 4 weeks at 37hours per week overtime	3,000

### **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).

## Appendix B

April 2017 to August 2017 5/12 AWPU payments:

School/Academy	Phase	Payment for Apr-Aug 2017	
Alameda	Middle	£32,167	5/12 x25 x £3,088
Biggleswade	Lower/middle	£32,167	5/12 x25 x £3,088
Cranfield	Lower	£32,167	5/12 x25 x £3,088
Etonbury	Middle/Secondary	£168,104.50	1 x Yr 5 class & 3 x Yr 9 class
St. Mary's	Lower	£19,300	5/12 x15 x £3,088
Stratton	Upper		
		<b>£283,905.50</b>	

September 2017 to March 2018 payments

School/Academy	Phase	Project timescale	Year of project	Payment for 2017/18
Alameda	Middle	2015-2018	3/4	£52,979
Arnold	Middle	2017-2020	1/4	£61,919
Biggleswade	Lower/middle	2016-2020	2/5	£52,479
Clipstone Brook	Lower	2015-2019	3/5	£52,479
Cranfield	Lower	2015-2019	3/5	£103,458
Edward Peake	Middle	2015-2018	3/4	£52,979
Etonbury	Middle/Secondary	2016-2019	2/3	£330,513
Fairfield Park	Lower	2017-2021	1/5	£87,624
Henlow	Middle	2017-2018	1/2	£112,898
Leighton	Middle	2016-2019	3/4	£52,979
Leedon	Lower	2015-2019	3/5	£52,479
Roecroft	Lower	2014-2018	4/5	£52,479
Russell	Lower	2014-2018	4/5	£52,479
Silsoe	Lower	2015-2019	3/5	£52,479
St. Andrew's	Lower	2017-2021	1/5	£154,437
St. Mary's	Lower	2014-2018	4/5	£34,466
Stratton	Upper	2017-2020	1/3	£71,384
			<b>Total</b>	<b>£1,430,510</b>



## Appendix C

Total forecast spend 2017-18 (as of September 2017)

	£
Growth Fund spend 2017 -18	1,714,415
Carry forward from 2016-17	645,934
Growth Fund allocation 2017-18	2,000,000
Academy place funding recouped	173,839
<b>BALANCE</b>	<b>1,105,358</b>
Forecast 2018-19 spend	2,027,984