

MINUTES OF THE MEETING OF THE SCHOOLS FORUM HELD ON WEDNESDAY 6 JANUARY 2016 AT CITY HALL, BRADFORD

Commenced 0805
Adjourned 1000
Reconvened 1015
Concluded 1100

PRESENT

School Members

Brent Fitzpatrick, Chris Quinn, Dianne Rowbotham, Dominic Wall, Dwayne Saxton, Emma Ockerby, Ian Morrel, Kevin Holland, Michele Robinson, Maureen Cairns, Nick Weller, Nicky Kilvington, Nigel Cooper, Ray Tate, Sami Harz, Sue Haithwaite, Tahir Jamil, Trevor Loft and Wahid Zaman

Nominated Sub School Member

Irene Docherty

Non School Members

Ian Murch
Donna Willoughby

Local Authority Officers

Andrew Redding	Business Advisor (Schools)
Dawn Haigh	Principal Finance Officer (Schools)
Judith Kirk	Interim Assistant Director, Education and School Improvement
Linda Mason	Interim Assistant Director, Access and Inclusion
Michael Jameson	Strategic Director, Children's Services
Raj Singh	Business Advisor
Stuart McKinnon-Evans	Director of Finance

Observers

Adrian Cogill	National Association of Headteachers (NAHT)
Councillor Hinchcliffe	Portfolio Holder, Education, Skills and Culture
Councillor Pollard	
Councillor Sykes	Children's Services Overview and Scrutiny Committee, Chair
Lynn Murphy	Business Manager, Feversham College
Wendy Shuttleworth	Teachers Union

Apologies

Bev George, Gareth Dawkins and Phil Travis

DOMINIC WALL IN THE CHAIR

131. CHAIR'S OPENING REMARKS

The Chair welcomed Wahid Zaman as the new member of the Schools Forum (maintained Primary Headteacher).



132. **DISCLOSURES OF INTEREST**

During the course of the meeting and in the interests of transparency, a declaration was received from Ian Morrel agenda item 10 "Indicative Delegated Budgets 2016/17 (Fair Access Officer Post Proposal)", (minute 140).

133. **MINUTES OF 9 DECEMBER 2015 & MATTERS ARISING**

The Business Advisor (Schools) reported on other Matters Arising items below:

- It was explained that, due to the short time since the last meeting, reporting on the specific matters raised at the December meeting would take place in March.
- The Business Advisor (Schools) also explained that there are a number of significant matters that are due to be reported back to the Schools Forum that are outstanding; SEND review (including the development of ASD provisions, the sufficiency of places and free school options), the development of sector-led delivery of SEND specialist support services, review of behaviour support provisions and strategies, and the development of the outdoor education centres. In discussing these with the Chair and Vice Chair, it has been agreed that comprehensive, detailed updates are now required and that these should form the basis of the March meeting agenda.
- It was reported that no further announcements have been made on national funding formula from April 2017.
- A number of recent announcements relating to the 2016/17 financial settlement for schools were summarised, including the continuation of the main Pupil Premium Grant at 2015/16 rates, the cessation of Pupil Premium Summer Schools Grant, the continuation of the Universal Infant Free School Meals Grant at £2.30 per new meal per day and the continuation of both the Primary PE and Sports Grant and Secondary Year 7 Catch Up Grant, with rates of funding to be announced later in 2016. It was also confirmed that the Education Services Grant rate is reduced by £10 per pupil in 2016/17 and that, as well as reducing the funding received by academies, this has a £630,000 impact on the Council's financial position, the response to which was not included (as it was not known) in the Council's current budget consultation.
- It was reported that some important elements are still to be announced, including Post 16 funding and confirmation on the position of schools and academies against the new apprenticeship levy, which was announced by the Chancellor in November.
- It was confirmed that the Regulations have now been amended to permit local authorities to charge community and voluntary controlled schools for the cost of administering admissions appeals. It is anticipated that the Forum will be asked to consider this matter further at the March meeting.

The Chair explained that he feels strongly that he has a role as Chair to talk directly to the Strategic Boards and Partnerships about the substantial issues that are being considered by the Schools Forum, especially the SEND reviews. A letter on this basis will be sent (from the Chair and Vice Chair) to the Strategic Boards.

A Non Schools Member asked a question relating to discussions had in previous meetings about the establishment and sustainability of the New to English centres of excellence. In response, the Interim Assistant Director, School Improvement, reported that the 6 centres have now been



identified and that the funding methodology and sustainability of these centres would be considered and monitored by the Bradford Education Improvement Commissioning Board.

Resolved –

- (1) That progress made on other “Matters Arising” be noted.**
- (2) That the minutes of the meeting held on 9 December 2015 be signed as a correct record (previously circulated).**

134. MATTERS RAISED BY SCHOOLS

No resolution was passed on this item.

135. STANDING ITEM – DSG GROWTH FUND ALLOCATIONS

No resolution was passed on this item.

136. STANDING ITEM – BRADFORD EDUCATION IMPROVEMENT COMMISSIONING BOARD

No resolution was passed on this item.

137. UPDATE ON THE 2016/17 DSG FUNDING POSITION

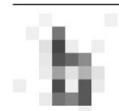
The Business Advisor (Schools) presented a report, **Document FQ**, which updated members on the position of the Dedicated Schools Grant for the 2016/17 financial year. It was explained that this is a main reference document for this meeting.

The Business Advisor presented the Document in some detail, explaining that the vast majority of what is presented has been seen by the Schools Forum in previous meetings or is the result of matters of previous discussion that are now being confirmed. It was explained that, if the Schools Forum was to agree all proposals being put forward (in Document FU), then Document FQ shows the DSG's allocation for 2016/17. All modelling that is shown in agenda papers is calculated on the basis outlined in Document FQ.

It was reported specifically that, in confirming the DSG settlement for 2016/17, Bradford has been allocated an additional unexpected sum of £1.09m in High Needs Block funds, which helps substantially in the management of the overall cost pressure on the DSG. This allocation reduces the overall funding gap from the previously estimated £2.7m to £1.7m. It was explained that, as part of its recommendations, the Schools Forum will be asked to remove this funding gap by reducing rates of formula funding across all 3 DSG Blocks, which is the recommendation of the Formula Funding Working Group. The Business Advisor confirmed that a flat reduction of 0.42% in rates across the 3 Blocks was required to resolve this funding gap.

The Business Advisor explained the continuation (and increase) in the subsidy of the High Needs Block costs by the other 2 DSG Blocks.

The Business Advisor explained the recommendations that have been made by the De-Delegated and Centrally Managed Funds Working Group for the continuation or otherwise of centrally



managed DSG funds. It was confirmed that all the modelling presented to the meeting is calculated on the basis that the Schools Forum will agree these recommendations.

The Business Advisor also specifically drew to the attention of Members the changes in primary and secondary school / academy level data recorded in the October 2015 Census, which is driving distribution change. This also means that decisions need to be taken by the Schools Forum on how to 'recycle' formula funding monies that have been released as a result of the October 2015 Census recording lower rates of deprivation. This is especially so for the IDACI formula factor and for Primary FSM and mobility. These changes were considered in some detail (it was explained, for example, that the formula funding cost of the new IDACI data is reduced by £6.1m; IDACI is subject to a 5 year update). The Business Advisor commented that it is possible to see a direct link between the introduction of UIFSM and the reduction in FSM% rates across the District in the primary phase in October 2015. He explained that a motion was currently being discussed by Parliament to require the automatic enrolment of eligible children. The Vice Chair asked all Members of BPIP to talk to schools to encourage eligible parents to apply for FSM (and especially over the next 3 weeks prior to the completion of the January Census, which is used for the calculation of Pupil Premium).

In response to the Business Advisor stating that the levels of pupil mobility in the primary sector has significantly reduced as recorded by the October 2015 Census, a Schools Member asked whether, if the formula funding factor threshold was reduced from 10% to say 8%, this would increase the number of schools in receipt of funding. The Business Advisor explained that he wasn't sure of the exact figure, but he understood that schools either have high or very low levels of mobility, so he suspected that a small reduction in the mobility threshold would not fund a significantly larger number of schools.

In summarising the Business Advisor's presentation, the Chair emphasised the subsidy of the Schools Block of High Needs Block costs and the further support of this position in the proposed use of one off monies (for behaviour). He added that the change in central funds distribution needs to be communicated clearly. He also advised Members that the 'surprising' demographic changes recorded in the October 2015 Census and the proposed response for 2016/17, especially in IDACI, need to be thought about in the context of imminent national funding formula i.e. that, if we were not on the cusp of significant funding change and if a minimum funding guarantee was not in place, we would need a more substantial conversation about formula factors and the distribution of AEN funding. The proposed response, which is likely to be applicable only for a year, feels to be reasonable in this context). The Chair also commented that the financial risk (and the holding of reserves against this risk) associated with the conversion of a significant number of maintained schools to academy status over the next couple of years needs to be monitored and closely considered.

Resolved –

That the information contained in Document FQ be noted.

138. UPDATE 2015/16 CENTRALLY MANAGED FUNDS SPENDING POSITION)

The Business Advisor (Schools) presented an analysis, **Document FR**, which updates members on the position of 2015/16 funds and the value of one off funding available. It was explained that this is a straight repeat of the information presented to the Forum on 9 December and is provided for reference.

The Chair asked Members if they have any further comments or questions on this information.



A representative of Maintained Primary Headteachers, referring to comments he has made in previous meetings, drew the attention of Members to the extent to which the distribution of monies continues without redress to favour the secondary sector from a subsidy from the primary sector (this has been the position for 5 years). The Chair stated that the Member is absolutely right to remind the Schools Forum of this. The Chair offered the view that knowing that a national funding formula is to be introduced (and has been delayed in recent years) has stopped some of the reflective work that may have otherwise been undertaken.

Further discussion took place at this point about the impact and implications of the change in the level of deprivation in schools as measured by IDACI 2015. The Strategic Director, Children's Services, commented that the level of deprivation in Bradford being measured to be lower than in 2010 appears to be at odds with other data. The Business Advisor explained that further analysis will be carried out on the IDACI data, but that the impact of IDACI 2015 appears to be the same across many local authorities and that Bradford's comparative national position appears to be in line with IDACI 2010 (i.e. this suggests that IDACI 2015 is measuring income deprivation to be lower than IDACI 2010 on a national basis and that Bradford's comparative position is similar). The Business Advisor added that the full Index of Multiple Deprivation 2015 (which measures deprivation in more than just income terms) does indicate that the level of deprivation in Bradford has increased comparatively since last measured in 2010.

A Non Schools Member stated that the effective use of our deprivation data will be critical in our response to the Government's consultation on national funding formula, if this is to initiate a reduction in the DSG funding Bradford receives. This was echoed by the Chair.

The Finance Director asked for clarification on the process for confirming the values of one off monies available, as the total value is currently estimated. The Business Advisor explained that there is a well established process for confirming the value of one off monies (under spending in the DSG) following the close down of the financial year, with any balance of funds being managed in the following year. Previously, this confirmation has resulted in more funds being available, but if not any over allocation would need to be managed within the 2016 or 2017 DSG allocations.

Resolved –

That the information contained in Document FR be noted.

139. CENTRALLY MANAGED AND DE-DELEGATED FUNDS 2016/17

The Business Advisor (Schools) presented a report, **Document FS**, which asked the Schools Forum to consider the full recommendations from the Working Group, established to review the future approach to the funding of Early Years and Schools Block central items and de-delegated funds from the DSG.

The Business Advisor outlined the recommendations, especially those relating to the reduction and cessation of the DSG's matched contribution to school improvement. Members were reminded that all modelling presented to this meeting was calculated on the basis of these recommendations being agreed. It was explained that the Working Group had not had the opportunity to make a final recommendation on the admissions fund, which is why a specific paper is presented on this (Appendix 3). The Schools Forum is asked to specifically consider the proposal for a Fair Access Protocol officer outlined in the paper and presented by the Admissions Manager.

In the discussion that followed, Members made the following comments and asked the following questions:



- It was clarified that the DSG would only be expected to meet a proportionate calculation of any exit costs associated with staffing salaries following the cessation of the DSG's school improvement contribution. A Member representing academies stated that, as the DSG's contribution to school improvement is being significantly protected up to September 2017, it is expected that additional exit costs at September 2017 will be minimal. The Interim Assistant Director, School Improvement, agreed with this expectation.
- Regarding the proposal for the establishment of a Fair Access Protocol officer, a Schools Member commented that he is not clear how this post will deliver school improvement. Another Schools Member expressed concern for whether this post will create a new future liability on the DSG. The Admissions Officer responded to explain the expected impact of the post on school improvement issues (e.g. quicker placement of children out of school). A Member representing academies offered the view that the Forum should focus its decision making on the total £577,000 DSG commitment to admissions, rather than getting into the detail of how different elements of the budget are allocated.

Resolved –

That the information contained in Document FS be noted.

140. INDICATIVE DELEGATED BUDGETS 2016/17

The Principal School Finance Officer presented a report, **Document FT**, which showed the indicative value of delegated allocations for individual schools, academies and other settings for the 2016/17 financial year and also shows the draft Primary and Secondary and Early Years Pro-formas. It was explained that the allocations and the Pro-formas were subject to the final decisions and resolutions made by the Schools Forum under minute 140.

In the discussion that followed, Members made the following comments and asked the following questions:

- Looking at the schools that are losing pupils, whether discussions are taking place with planners to ensure that houses are being built in the right areas. It was explained that a number of the reductions in pupil numbers are due to the ending of previous bulge classes.
- The Chair of Children's Services Scrutiny Committee, observing the meeting, commented that the issue of surplus balances held by schools has not yet been mentioned. The Business Advisor explained that the values of balances are reported annually to the Schools Forum following year end closedown, usually in May. The Business Advisor also clarified the Regulations regarding what happens to a balance of a maintained school that converts to academy status. The Finance Director asked whether deficit balances are an automatic charge on the DSG. It was explained that the Local Authority has liability for the cost of deficits, but that, where the Schools Forum has de-delegated arrangements in place, the cost could be met by the DSG if agreed by the Schools Forum. Members expressed a concern to understand better the possible cost of academy conversion to the Authority / the DSG, including the likelihood of schools concerting with deficit budgets over the next two years, and asked for a report to be provided on this.
- An Academy Member asked for clarification on the calculation of the Minimum Funding Guarantee, commenting that it did not appear to be producing fair results. The Business Advisor explained the reasons why schools / academies are funded via the MFG and that the methodology is set by the DfE. He explained that the methodology is somewhat crude.



Resolved –

That the information contained in Document FT be noted.

141. FINAL RECOMMENDATIONS AND DECISIONS 2016/17 DSG

The Business Advisor (Schools) presented **Document FU**, which summarised the decisions and recommendations that the Schools Forum was asked to make in setting the allocation of the DSG and final formula funding arrangements for the 2016/17 financial year. The Forum was asked to take decisions / make recommendations on the items listed under the following main headings:

- Schools and Early Years Block Central and De-Delegated Items
- Growth Fund Allocations 2016/17
- The High Needs Block
- The Allocation of Available One Off Monies
- Early Years Funding and Pro-Forma 2016/17
- Primary & Secondary Funding and Pro-Forma 2016/17

The Chair stated that he understood there to be a general sense of confidence in the proposals presented in Document FU and a consensus of agreement of these. Recognising this, he proposed to the Schools Forum that agreement on the proposed recommendations be confirmed or otherwise initially on a section by section basis, going down to agreement / further discussion on a line by line basis only where Members do not agree with a specific proposals. This approach was agreed.

In confirming its recommendations, Members made the following additional comments and asked the following additional questions:

- The Vice Chair asked when the SEND review is to be started. The Interim Assistant Director, Access and Inclusion, confirmed that 2 initial scoping meetings dates are in the diary.
- A representative of Maintained Special Schools asked for further discussion / clarification on how the proposal to allocated additional place-led funding to high needs providers only at the end of the financial year will operate. It was agreed that the Business Advisor would discuss this further with the Member and report back to the next meeting with a recommendation.
- It was agreed that the differential in the use of the £577,000 admissions budget be removed from the recommendations.
- What would happen if the Schools Forum did not agree to continue the DSG's funding of the BSF Financial Affordability Gap? The Business Advisor responded that the likelihood is that the Executive would over rule the Schools Forum on the matter, as the DSG's contribution is now a longstanding and well established budget.
- What is the status of the information that has been presented to this meeting before the Executive considers the recommendations in February? It was confirmed that all reports and modelling presented to the meeting are public and can be used, as long as those using them are aware of the caveat that the information is subject to Executive approval.

It was agreed that the minutes record the disagreement of the representative of Maintained Primary Headteachers from the collective view on recommendation 4.5, referring to the concerns



expressed on the lack of redress of the distribution of one off monies towards the secondary at the expense of the primary sector.

In closing the meeting, the Chair thanked Members and commended the School Funding Team in providing transparent information to the Schools Forum in order for it to make its recommendations.

The Chair also stated clearly, however, that it is crucial the Schools Forum receives comprehensive updates on outstanding discussion matters. The Chair's final remarks to the meeting emphasised the importance of this to all in attendance that have responsibility in these areas.

Resolved –

SCHOOLS & EARLY YEARS BLOCK CENTRAL AND DE-DELEGATED ITEMS 2016/17

Funds for the 2016/17 financial year agreed by Schools and Academies Members on a relevant phase specific basis (Early Years, Primary and Secondary):

- (1) Schools Forum Costs: agreed to continue the DSG budget at the value of £10,000.**
- (2) School Admissions:**
 - **Agreed to continue the DSG budget at the value of £577,600.**
 - **Agreed to delegate responsibility for the allocation of the £151,000 sum, including to the establishment of the Fair Access Officer post approved by the Schools Forum, to the Bradford Education Improvement Commissioning Board (BEICB).**
- (3) DSG Matched Contribution to School Improvement:**
 - **Agreed to delegate the sum of £432,640, released from ceasing the DSG's contribution to the consultants teams, to Primary and Secondary budget shares, and to Early Years delegated budgets, as outlined in Document FS and its appendices.**
 - **Agreed to delegate the sum of £128,582, by reducing by 25% the DSG's Matched Contribution to School Improvement for the period 1 September 2016 to 31 March 2017, to Primary and Secondary budget shares, and to Early Years delegated budgets, as outlined in Document FS and its appendices.**
 - **Agreed to delegate the sum of £96,550, by reducing by 25% the DSG's contribution to Early Childhood Services for the period 1 September 2016 to 31 March 2017, to Primary and Secondary budget shares, and to Early Years delegated budgets, as outlined in Document FS and its appendices.**
 - ***Please note that this recommendation relates to funding from 1 April 2017.* Agreed to continue the DSG's Matched Contribution to School Improvement and to Early Childhood Services for the period 1 April 2017 to 31 August 2017 at the reduced values outlined in Document FS Appendix 1 (the values for the period 1 April 2015 to 31 August 2015 reduced by 25%).**
 - ***Please note that this recommendation relates to funding from 1 April 2017.* Agreed to cease the DSG's Matched Contribution to School Improvement and to Early Childhood Services at 31 August 2017, with the sums released to Primary, Secondary and Early Years delegated budgets in 2017/18 and 2018/19 following the principles outlined in Document FS Appendix 2.**



- *Please note that this recommendation relates to funding from 1 April 2017. The Local Authority is expected to manage transition to minimise the cost to the 2017/18 DSG of staffing restructure.*

- (4) Agreed to hold a contingency of £193,700 in the Early Years Block to meet the costs of in year adjustments relating to the termly re-calculation of nursery funding.

Schools Members representing maintained schools agreed the following values of de-delegated funds as per Document FS Appendix 1 and Appendix 2 for the 2016/17 financial year:

- (5) **ESBD School Support (Primary only):** Agreed to continue de-delegation to provide the same cash budget as 2015/16 (with a reduced £app contribution) so that the review (the Council's proposals for a Virtual School for Vulnerable Children and the development of a sector-led delivery model for specialist SEND teaching services) can determine the allocation / re-allocation of monies. The review may mean that how the de-delegated fund is allocated may change during the year and the Schools Forum is to be consulted on any proposed changes.
- (6) **Minority Ethnic School Support:** Agreed to cease de-delegation from the end of April 2016 and to provide in the 2016/17 financial year a de-delegated fund to the value of 1 month's cost of service plus the DSG's proportionate contribution to re-structure costs (Primary and Secondary).
- (7) **Costs of FSM Eligibility Assessments:** Agreed to continue de-delegation at the 2015/16 per FSM values, with the contribution taken from FSM Ever 6 allocations (Primary and Secondary).
- (8) **Fisher Family Trust:** Agreed to continue de-delegation to meet the cost of licences (Primary and Secondary), understanding that the cost of licences has still to be finally confirmed for 2016/17.
- (9) **School Maternity / Paternity 'insurance' fund:** Agreed to continue de-delegation at increased per pupil values in 2016/17 (+ £3.19); increased in response to the actual cost profile in 2015/16, net of an estimated reduction in cost from the anticipated conversions of schools to academies during 2016/17 (Early Years, Primary and Secondary).
- (10) **Trade Union Facilities Time – Negotiator Time:** Agreed to continue de-delegation at the 2015/16 per pupil values (Early Years, Primary and Secondary).
- (11) **Trade Union Facilities Time – Health and Safety Time:** Agreed to continue de-delegation at the 2015/16 per pupil values (Early Years, Primary and Secondary).
- (12) **School Staff Public Duties and Suspensions Fund:** Agreed to continue de-delegation at the 2015/16 per pupil values (Early Years, Primary and Secondary).
- (13) **School Re-Organisation Costs (Safeguarded Salaries):** Agreed to continue de-delegation in 2016/17 to meet the actual cost of continuing safeguarded salaries (Primary and Secondary only).



- (14) **Exceptional Costs & Schools in Financial Difficulty: Agreed to continue de-delegation to provide planned budgets of £150,000 (Primary) and £25,000 (Secondary only) in 2016/17.**

All Forum Members agreed by consensus the principles behind the management of these funds, that:

- (15) **Funds set for 2016/17 are to be managed by the Schools Forum and that the Forum be provided with monitoring reports during the year.**
- (16) **Any over or under spending of these funds in 2016/17 be written off from, or added back to, the DSG in 2017/18 on a phase specific basis i.e. if Secondary schools overspend this will be written off from the 2017/18 Secondary ISB etc (noting that this general principle may be affected by the implementation of a national funding formula at April 2017).**
- (17) **All funds, and the values of these funds, are set for 2016/17 only and will be subject to annual review, to take account of changes in commitments, changes in the delivery of services, the number of schools that have converted to academy status, and also the introduction of a national funding formula.**
- (18) **If it is necessary, and agreed by the Schools Forum, to write off to the DSG a deficit of a closing maintained school, or a maintained school that converts as a sponsored academy during 2016/17, where de-delegated budget provision has not been specifically made, this will be done retrospectively from the 2017/18 DSG or from any one off balances available at the end of 2016/17. That the Authority would anticipate using the DSG's 'resilience reserve', allocated to enable de-delegation, to meet such costs.**

GROWTH FUND ALLOCATIONS 2016/17

All Schools and Academies Members by consensus agreed:

- (19) **To the Growth Fund allocations for existing & known expansions and bulge classes in 2016/17 listed in Document FU Appendix 1, at a total cost of £1,608,421.**
- (20) **An additional planned budget of £550,000 to be held for in year new allocations for both Primary and Secondary schools and academies; this planned budget is split £250,000 Primary and £300,000 Secondary. All further in year allocations from the Growth Fund will be agreed by the Forum prior to confirmation with the receiving school. Growth Fund allocations will continue as a standing Forum agenda item to enable this.**

THE HIGH NEEDS BLOCK 2016/17

All Forum Members by consensus agreed to:

- (21) **Retain all current budget allocations within the High Needs Block in the 2016/17 financial year unless otherwise specifically stated. This is done on the understanding that the proposed re-commissioning of SEND teaching support services (proposed in the Council's budget consultation for 2016/17) may mean that centrally managed budgets are re-allocated (to schools) during the financial year. The Schools Forum will be further consulted on this.**



- (22) Retain the 2015/16 structure of the High Needs Funding Model (Place-Plus) to calculate delegated allocations for the 2016/17 financial year but with the following amendments:
- Remove the Bradford-Specific Minimum Funding Guarantee factor for Special Schools and Academies and DSPs from 1 April 2016, but retaining the 1.5% total cash budget protection reduction factor.
 - That the proposal to, “only calculate additional place-led funding (where settings may admit children above their planned place number) at the end of the financial year on a composite monthly occupancy figure. Settings will continue to be funded for all additional places at the £10,000 value” be further considered with the representative of maintained special schools, in response to her comments made at the meeting, with a final methodology to be reported back to the Schools Forum at the next meeting.
- (23) Continue the methodology for the calculation of the Top Up (Element 3) funding for Post 16 High Needs students in Further Education Settings that was established at September 2015 and reported to the Schools Forum on 21 October 2015.
- (24) Calculate the initial planned cost of High Needs Block spending in 2016/17 (place-led and plus elements) on the allocation of places for Bradford-located settings at a total of 2,000 for the 2016/17 academic year. This is the same as presented to the Forum in December in Document FO Appendix 1 at individual institution level, but with an adjustment to increase the number of secondary-aged alternative provision places to 394.
- (25) Increase the planned budget in the High Needs Block by £500,000 for the cost of placements in independent settings and non-maintained special schools.
- (26) Continue to apply the established principle that the distribution of alternative provision places (394 places) can move flexibly with the needs of students as identified by the Local Authority and the BACs and that the total number of places can be exceeded where a clear mechanism is in place for the DSG to be reimbursed for the cost of these from the BACs.
- (27) Continue the additional £180,000 allocated to Primary-aged behaviour support. How this funding is to be used (and allocated to places at individual settings) will be determined by the review.
- (28) Add to the initial setting-identified planned places provision an additional, currently unallocated, budget for a further 10 places at April 2016 and 20 places at September 2016 (calculated at £20,000 per place and rounded to a total cost of £400,000), which is available to fund both SEND and alternative provision additional places.
- (29) Allocate the £600,000 of secondary one off monies to help resolve the immediate pressure for places, especially at District PRU.
- (30) The funding released from the reduction in places in the ARCs (places have been reduced by 18) to be transferred to be available a) to meet the cost of placements in other delegated settings and b) to ensure that the centrally managed teaching service has sufficient capacity to support children in mainstream settings.



- (31) Control the growth in cost pressure / help support meeting the funding gap in the overall DSG that is the result of the growth in pressure in the High Needs Block (as outlined in Document FQ) by making the following adjustments:
- Reduce the rates of Top Up in the HNB Funding Model for all Place-Plus calculated budgets by the same % that Early Years, Primary and Secondary variables are reduced by in order specifically to meet the funding gap. That the values of Top Up for each Range are reduced by the same %. This is a reduction of 0.42%. Funding values are shown in Document FT Appendix 3.
 - Apply the same % reduction (0.42%) to all centrally managed / non-Place-Plus High Needs Block budgets.
 - Reduce the specialist equipment budget for special schools and academies by 50% at 1 April 2016, to £37,500.
- (32) Continue to finance the additional £200,000 planned budget for the Early Years Inclusion Panel (EYIP) in 2016/17, to allocate in support of SEND needs of 2 year olds taking the free entitlement, from the balance of the under spending of the DSG's 2 year old resources.
- (33) Agreed to continue a budget, at a value of £100,000, in the High Needs Block to be available to contribute to capital costs associated with the expansion of existing, or the establishment of new, resourced provisions.
- (34) Agreed to hold an unallocated contingency sum of £250,000 within the High Needs Block planned budget (reduced from £425,000 in 2015/16) to support meeting any unexpected costs associated with the placement of children in specialist settings and to meet the expected increase in the cost of statements in mainstream provision.

THE ALLOCATION OF ONE OFF MONIES (DSG UNDERSPEND)

All Forum Members noted that:

- (35) Further approval is not sought for the allocation of the £303,448 relating to funds to be retained for the same purpose or re-allocated back to delegated budgets in 2016/17 (as this is a requirement of the Finance Regulations).
- (36) No value of one off monies is allocated generally into delegated budgets in 2016/17.
- (37) £2.418m of the £9.637m has already been committed to be spent after 1 April 2016 by decisions by the Schools Forum taken at previous meetings (shown in section 1 of Document FR Appendix 1). Members are not asked to revisit these:
- | | |
|--|---------|
| • Financial Support for Beckfoot Upper Heaton Academy | £1.175m |
| • Post Opening Diseconomies of Scale Funding –
Bradford Forster Academy | £0.166m |
| • Revenue Support for the Outdoor Education Centres | £0.228m |
| • EYIP Funding for 2 Year Olds (SEND) | £0.200m |
| • Deficit of a Secondary School Converting to Academy Status | £0.650m |



All Forum Members by consensus agreed to:

- (38) Retain the balance of the under spending of the DSG's 2 year old resources, forecasted to be £773,400 (but subject to change), to be spent from April 2016 on the further development of the District's 2 year old provision, including ensuring a sufficiency of places across all areas of the District and providing a budget to be available to fund work to assess the impact of the 2 year old offer on educational outcomes.
- (39) Retain the balance of the Joint Improvement Investment Fund unspent at 31 March 2016, currently forecasted to be £765,904 (but subject to change), to continue to be managed and allocated by the Bradford Education Improvement Commissioning Board from April 2016 for the original purposes for which the Fund was established by the Forum.
- (39) Retain the balance of the Primary Behaviour Support Fund, currently estimated to be £85,000 at 31 March 2016 (but subject to change), to continue to fund strategic change and transition, including to continue to fund the cash budget protection factor for the Primary Behaviour Centres for as long as this is applicable in 2016/17 (timescale to be determined by the current strategic review).
- (40) Retain the £600,000 of secondary one off monies to be spent specifically to help resolve the immediate pressure for places, especially at District PRU.
- (41) Retain the £151,000 admissions fund allocated in 2015/16 and to delegate responsibility for this to the Bradford Education Improvement Commissioning Board (BEICB).
- (42) Retain the £2,000,000 DSG resilience reserve. This reserve is available to be used to support unexpected additional costs (and potentially any deficits of maintained schools converting to academy status through the de-delegated re-organisation costs route).
- (43) Retain the £968,158 DSG reserve from which to finance capital loans, noting that £1,000,000 is the maximum total value of loans that can be agreed at any one time.
- (44) Allocate £0.517m of one off monies to minimise the extent to which formula funding rates have to be reduced in 2016/17 to absorb the cost of growth in former non recoupment academies.
- (45) Allocate £0.428m to fund the Forum's agreed commitment to the post opening diseconomies of scale support to Bradford Forster Academy for the 2017/18 financial year (to be paid in advance in 2016/17).



- (46) Set aside a further £0.931m for the Forum's agreed financial support commitment to Beckfoot Upper Heaton Academy (formerly Belle Vue Boys Secondary School). This creates a total available budget of £2.105m.

EARLY YEARS FUNDING AND PRO-FORMA 2016/17

Schools and Academies Members (by consensus on a phase specific basis) agreed to:

- (47) Continue the established principle that any over or under spending against estimated budgets, resulting from termly adjustments and from the re-calculation of the DSG for January 2016 & January 2017 pupil numbers, be written off from, or added back to, the DSG budget in 2017/18, noting that this may be affected by the implementation of a national funding formula at April 2017.
- (48) Confirm the setting base rates values for the 2016/17 financial year for Early Years Single Funding Formula for Nursery schools, Nursery Classes and PVI Providers at:
- 2 year olds (all settings) £4.83 pr hour
 - 3 / 4 year olds Maintained Nursery Schools £5.70 pr hour
 - 3 / 4 year olds Nursery Classes attached to primary schools / academies £4.13 per hour
 - 3 / 4 year olds Private, Voluntary and Independent providers £4.62 per hour
- (49) Apply a 0.42% reduction to the average deprivation rate in the 3 and 4 Year Old EYSFF in line with the flat rate reduction for the DSG funding gap applied to all other funding factors.
- (50) The Pro-Forma, which summarises the Early Years Single Funding Formula values for the 2016/17 financial year shown at Document FT Appendix 5.

PRIMARY AND SECONDARY FUNDING AND PRO-FORMA 2016/17

Schools and Academies Members (on a phase specific basis) agreed:

- (51) The value of the DSG's contribution to the Building Schools for the Future affordability gap for 2016/17 be set at £6,384,271, which is the 2015/16 value plus an estimated 1.5% RPIX (an increase of £94,349).
- (52) The Primary and Secondary Pro-forma for the 2016/17 financial year shown at Document FT Appendix 4.
- (53) The minutes of the meeting will record the disagreement from the consensus of a representative of maintained primary school headteachers and the concerns expressed by the representative on the continued weighting of the DSG towards the secondary phase.
- (54) That detailed reports, on SEND and Behaviour strategy matters and on the outdoor education centres, be presented to the March meeting. That these reports respond comprehensively to the outstanding action points and requests for information that have made by the Schools Forum and that are recorded in the minutes of previous meetings.



(55) That additional information also be provided to the March meeting on the anticipated volume of conversions of maintained schools to academy status in Bradford and the likelihood of liabilities resulting from the conversion of schools holding deficit budgets.

142. ANY OTHER BUSINESS (AOB)

No resolution was passed on this item.

143. DATE OF NEXT MEETING

The next meeting of the Schools Forum is Wednesday 16 March 2016.

Note: These minutes are subject to approval as a correct record at the next meeting of the Forum.

minutes\SF\6Jan

THESE MINUTES HAVE BEEN PRODUCED, WHEREVER POSSIBLE, ON RECYCLED PAPER

