

# Agenda for a meeting of the Children's Services Overview and Scrutiny Committee to be held on Tuesday, 1 November 2016 at 4.30 pm in Committee Room 1 - City Hall, Bradford

## Members of the Committee – Councillors

CONSERVATIVE	LABOUR	LIBERAL DEMOCRAT	INDEPENDENT
D Smith (Ch) M Pollard (DCh)	Engel Mullaney Peart Shaheen Tait	Ward	Sajawal

## Alternates:

CONSERVATIVE	LABOUR	LIBERAL DEMOCRAT	INDEPENDENT
Carmody Rickard	Akhtar Bacon Abid Hussain Thirkill	J Sunderland	

## VOTING CO-OPTED MEMBERS:

Sidiq Ali

Claire Parr

Joyce Simpson

Gull Hussain

Parent Governor Representative

Church Representative (RC)

Church Representative (CE)

Parent Governor Representative

## NON VOTING CO-OPTED MEMBERS

Kerr Kennedy

Stephen Pickles

Tom Bright

Tina Wildy

Voluntary Sector Representative

Teachers Primary Schools Representative

Teachers Secondary School Representative

Health Representative

## Notes:

- This agenda can be made available in Braille, large print or tape format on request by contacting the Agenda contact shown below.
- The taking of photographs, filming and sound recording of the meeting is allowed except if Councillors vote to exclude the public to discuss confidential matters covered by Schedule 12A of the Local Government Act 1972. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted. Anyone attending the meeting who wishes to record or film the meeting's proceedings is advised to liaise with the Agenda Contact who will provide guidance and ensure that any necessary arrangements are in place. Those present who are invited to make spoken contributions to the meeting should be aware that they may be filmed or sound recorded.
- If any further information is required about any item on this agenda, please contact the officer named at the foot of that agenda item.

## From:

Parveen Akhtar

City Solicitor

Agenda Contact: Fatima Butt / Jill Bell

Phone: 01274 432227/434580

E-Mail: fatima.butt@bradford.gov.uk / jill.bell@bradford.gov.uk

## To:



## **A. PROCEDURAL ITEMS**

### **1. ALTERNATE MEMBERS (Standing Order 34)**

The City Solicitor will report the names of alternate Members who are attending the meeting in place of appointed Members.

### **2. DISCLOSURES OF INTEREST**

(Members Code of Conduct - Part 4A of the Constitution)

To receive disclosures of interests from members and co-opted members on matters to be considered at the meeting. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

Notes:

- (1) Members may remain in the meeting and take part fully in discussion and voting unless the interest is a disclosable pecuniary interest or an interest which the Member feels would call into question their compliance with the wider principles set out in the Code of Conduct. Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.
- (2) Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.
- (3) Members are also welcome to disclose interests which are not disclosable pecuniary interests but which they consider should be made in the interest of clarity.
- (4) Officers must disclose interests in accordance with Council Standing Order 44.

### **3. MINUTES**

**Recommended –**

**That the minutes of the meeting held on 6 September 2016 be signed as a correct record (previously circulated).**

(Fatima Butt – 01274 432227)



#### 4. INSPECTION OF REPORTS AND BACKGROUND PAPERS

(Access to Information Procedure Rules – Part 3B of the Constitution)

Reports and background papers for agenda items may be inspected by contacting the person shown after each agenda item. Certain reports and background papers may be restricted.

Any request to remove the restriction on a report or background paper should be made to the relevant Strategic Director or Assistant Director whose name is shown on the front page of the report.

If that request is refused, there is a right of appeal to this meeting.

Please contact the officer shown below in advance of the meeting if you wish to appeal.

(Fatima Butt - 01274 432227)

#### 5. REFERRALS TO THE OVERVIEW AND SCRUTINY COMMITTEE

Any referrals that have been made to this Committee up to and including the date of publication of this agenda will be reported at the meeting.

### B. OVERVIEW AND SCRUTINY ACTIVITIES

#### 6. SCHOOLS FORUM UPDATE

Children's Services Overview and Scrutiny Committee has asked for a regular update on the work of the Schools Forum. The last update was presented to the Committee on 12 October 2016. The Schools Forum has met once since on 19 October.

The Strategic Director of Children's Services will submit **Document "S"** which reports on the items that were considered on 19 October.

**Recommended-**

**That the information provided in the report be considered and noted.**

(Andrew Redding – 01274 432678)



## 7. CHILDREN MISSING EDUCATION

Under Section 436A of the Education and Inspections Act 1996 all local authorities have a statutory responsibility to:

*“make arrangements to enable them to establish (so far as it is possible to do so) the identities of children residing in their area who are not receiving a suitable education. In relation to children, by ‘suitable education’ we mean efficient full-time education suitable to her/his age, ability and aptitude and to any special educational needs the child may have.”*

The Strategic Director Children’s Services will submit **Document “T”** which provides information on matters relating to children missing education.

**Recommended -**

- (1) That the Committee receive and note the report (Document “T”) on matters relating to Children Missing Education.**
- (2) That the development of the Multi Agency Safeguarding Team be supported.**
- (3) That the work that is being undertaken in raising awareness of Children Missing Education among Council Wardens, the police and other council employees be supported.**

(Judith Kirk – 01274 431078)

## 8. CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2016/17

The report of the Chair of the Children’s Services Overview and Scrutiny Committee (**Document “U”**) presents the Committee’s Work Programme 2016-17.

**Recommended –**

**That the Work Programme 2016-17 continues to be regularly reviewed during the year.**

(Licia Woodhead – 01274 432119)

THIS AGENDA AND ACCOMPANYING DOCUMENTS HAVE BEEN PRODUCED, WHEREVER POSSIBLE, ON RECYCLED PAPER



# Report of the Director of Children's Services to the meeting of the Children's Services Overview & Scrutiny Committee to be held on 1 November 2016.

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**Subject:**

**S**

**Schools Forum Update**

**Summary statement:**

Children's Services Overview and Scrutiny Committee has asked for a regular update on the work of the Schools Forum.

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Michael Jameson  
Strategic Director, Children's Services

**Portfolio:**

**Children's Services**

Report Contact: Andrew Redding,  
Business Advisor (Schools)  
Phone: (01274) 432678  
E-mail: [andrew.redding@bradford.gov.uk](mailto:andrew.redding@bradford.gov.uk)

**Overview & Scrutiny Area:**

**Children's Services**



## 1. SUMMARY

- 1.1 The Committee has asked for regular updates to be provided on the work of the Schools Forum.
- 1.2 The last update was presented to the Committee on 12 October 2016. The Schools Forum has met once since on 19 October. The decisions list from this meeting is attached at Appendix 1.
- 1.3 The Schools Forum has one further meeting scheduled for the autumn term on 7 December. The key meeting at which the Schools Forum will make final recommendations on the allocation of the 2017/18 Dedicated Schools Grant (DSG) will take place on 11 January 2017.
- 1.4 The principal items that were considered by the Schools Forum on 19 October were:
  - Primary and Secondary formula funding arrangements in Bradford for the 2017/18 financial year (the outcomes of our consultation).
  - The consultation on proposals for funding the early years free entitlements in Bradford for the 2017/18 financial year.
  - The consultation on proposals for funding High Needs provisions in Bradford for the 2017/18 financial year.
  - The future position of DSG centrally managed and de-delegated funds.

This report focuses on these key items and more information is provided in section 3 of this report. Committee Members will already be aware of these matters from the report presented to the 12 October meeting. As more detailed information on the position of DSG centrally managed and de-delegated items was provided to this meeting, an update will be provided verbally on the latest feedback from the Schools Forum.

- 1.5 At the time of writing this report the Government's awaited 2<sup>nd</sup> stage of consultation on Schools and High Needs Block National Funding Formula arrangements has not been published. If there is further to report at the Committee meeting, this will be done verbally.

## 2. BACKGROUND

- 2.1 Under national Regulations, every local authority is required to operate a Schools Forum. The primary function of a Schools Forum is to recommend to the Council's Executive Committee how the funding, which the Government provides for schools



and individual pupils (known as the Dedicated Schools Grant), is managed. The Forum also has some specific technical decision making powers. The DfE has stressed that it is essential that Forum membership arrangements keep pace with the changing landscape, in particular the conversion of maintained schools to academy status. The Forum must consider annually how best to provide for responsive arrangements, to ensure the Forum remains representative and to avoid any unintended bias towards any one phase. There are currently 7 academy members on Bradford's Schools Forum, alongside 20 representatives of maintained schools.

2.2 The Schools Forum meets every half term with an additional meeting in the autumn.

### **3. OTHER CONSIDERATIONS**

#### **3.1 Primary and Secondary formula funding arrangements in Bradford in 2017/18**

As reported to the Committee on 12 October, the Schools Forum agreed on 21 September to the publication of our consultation on the 2017/18 primary and secondary funding formulae and central fund arrangements. We propose to maintain the existing formulae structure (the formulae factors and how these are used). The Forum considered the outcomes of this consultation on 19 October and its recommendations are shown in the Decisions List at Appendix 1. These recommendations will be presented to the Executive.

Further discussion is now taking place on the values of formulae factors and the value of additional contribution from the Schools Block to High Needs Block pressures. Please see paragraph 3.3 below.

#### **3.2 Early Years formula funding arrangements in Bradford in 2017/18**

The Schools Forum has approved the publication of our consultation on the approach to the funding of the early years free entitlements delivered by providers in Bradford (Nursery school, nursery classes and Private, Voluntary and Independent providers) in the 2017/18 financial year. Our proposals are put forward in the context of the Government's proposals for its Early Years Funding Reform (National Funding Formula), an outline of which was provided to the Committee on 12 October. Our consultation closes on 28 November 2016.

Our consultation paper is included at Appendix 2. Our proposals seek to provide for as much continuity in 2017/18 as possible, to allow time for providers to respond to funding changes. However, as our value of Early Years Block funding from Government is proposed to be reduced (by April 2019 a £3m reduction in funding for 3 and 4 years olds), the rates of funding for providers in Bradford will reduce, beginning from April 2017. The Forum will be considering whether one off monies within the DSG could be used to help protect against a substantial fall in rates for providers next year.

The table below sets out our estimate of the changes in rates of funding for



providers that will be brought about by the Government's reforms across the 2017-2019 period, based on our broad proposals for the timing of change that are set out in our consultation document. These estimates come from analysis of the modelling presented in the Government's consultation. As such, they are very indicative and should be viewed with caution. The assumptions behind these rates are described further in the background document.

<b>ESTIMATED Rate Per Hour</b>	<b>2016/17 Actual</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>
2 YO Offer - Universal Base Rate	£4.83	£5.20	£5.20	£5.20
<b>3 &amp; 4 Year Old Entitlement</b>				
Setting Base Rate – Nursery Schools	£5.70	£5.45	£4.12	£4.11
Setting Base Rate – Nursery Classes	£4.13	£4.11	£4.11	£4.11
Setting Base Rate – PVI Providers	£4.62	£4.42	£4.12	£4.11
Mean Deprivation & SEN Rate	£0.68	£0.50	£0.49	£0.47
Nursery Schools Supplement	£1.07	£1.87	£3.16	*
Looked After Children Additional	£1.75			
Early Years Pupil Premium	£0.53	£0.53	£0.53	£0.53

\* the continuation of the Nursery Schools Supplement at April 2019 is current uncertain

The Authority will more closely assess the potential impact of this proposed funding reduction on our Early Years Foundation Stage outcomes, the financial sustainability of individual providers, the continuation of nursery schools in their current forms, and the sufficiency of free entitlement places.

### 3.3 High Needs formula funding arrangements in Bradford in 2017/18

The Schools Forum has also approved the publication of our consultation on the approach to the funding of High Needs providers in the 2017/18 financial year. These proposals are put forward in the context of the announcement by Government in July 2016 of the delay in the implementation of National Funding Formula arrangements, with changes now expected to be introduced from April 2018. An outline of the position of National Funding Formula reforms was provided to the Committee on 12 October.

Our consultation paper is included at Appendix 3. Our consultation closes on 28 November 2016. Our proposals again seek to provide for as much continuity in 2017/18 as possible but also to respond to maximise value for money within our High Needs Block allocation and to better support the costs of resourced provisions.

Committee Members are reminded of the context of these proposals - that the size and continuing growth of the cost pressure within the High Needs Block is one of key issues the Local Authority, with the Schools Forum, must manage. The High Needs Block continues to be under significant financial pressure; overspending in 2016/17 in total by £5.6m (10%), and estimated to overspend by a further £5.4m in 2017/18, against the notional DSG budget allocated by the DfE. This is largely the





result of demographic stresses, which will continue for a number of years. This overspending is met currently through contributions from the Schools and Early Years Blocks within the DSG. The report to the Committee on 12 October outlined the seriousness of the consideration that is currently being given to a substantial reduction in primary and secondary formulae funding values in 2017/18 in order to meet the growth in cost within the High Needs Block.

#### **4. FINANCIAL & RESOURCE APPRAISAL**

Not applicable – this is an update for information.

#### **5. RISK MANAGEMENT AND GOVERNANCE ISSUES**

Not applicable – this is an update for information.

#### **6. LEGAL APPRAISAL**

Not applicable – this is an update for information.

#### **7. OTHER IMPLICATIONS**

##### **7.1 EQUALITY & DIVERSITY**

Not applicable – this is an update for information.

##### **7.2 SUSTAINABILITY IMPLICATIONS**

Not applicable – this is an update for information.

##### **7.3 GREENHOUSE GAS EMISSIONS IMPACTS**

Not applicable – this is an update for information.

##### **7.4 COMMUNITY SAFETY IMPLICATIONS**

Not applicable – this is an update for information.

##### **7.5 HUMAN RIGHTS ACT**

Not applicable – this is an update for information.

##### **7.6 TRADE UNION**

Not applicable – this is an update for information.

##### **7.7 WARD IMPLICATIONS**



Not applicable – this is an update for information.

**7.8 AREA COMMITTEE ACTION PLAN IMPLICATIONS  
(for reports to Area Committees only)**

Not applicable – this is an update for information.

**8. NOT FOR PUBLICATION DOCUMENTS**

None

**9. OPTIONS**

Not applicable – this is an update for information.

**10. RECOMMENDATIONS**

**10.1 Committee Members are asked to consider and to note the information provided in this update.**

**11. APPENDICES**

Appendix 1 – Schools Forum meeting 19 October Decisions List  
Appendix 2 - Early Years Consultation Paper 2017/18  
Appendix 3 - High Needs Consultation Paper 2017/18

**12. BACKGROUND DOCUMENTS**

None



**DECISIONS OF THE SCHOOLS FORUM HELD ON  
WEDNESDAY 19 OCTOBER 2016**

These decisions are published for information in advance of the publication of Minutes

**DECISIONS:**

**1. MATTERS RAISED BY SCHOOLS**

No resolution was passed on this item (please see AOB).

**2. STANDING ITEM  
DSG GROWTH FUND ALLOCATIONS**

No resolution was passed on this item.

**3. STANDING ITEM  
BRADFORD EDUCATION IMPROVEMENT COMMISSIONING BOARD**

No resolution was passed on this item.

**4. EDUCATION PERFORMANCE 2016**

Resolved –

That the information in Document GM be noted.

**5. THE LOCAL AUTHORITY'S FINANCIAL POSITION AND BUDGET PROPOSALS**

Resolved –

That the information presented verbally (and recorded in the minutes) be noted.



## **6. NATIONAL FUNDING FORMULA ANNOUNCEMENTS AND CONSULTATION**

**Resolved –**

Where the Government's 2<sup>nd</sup> stage of consultation on the National Funding Formula is announced other than in close proximity to the next scheduled meeting on 7 December, that an additional single item agenda Schools Forum meeting be called.

**Action:** *Business Advisor (Schools)*

## **7. CONSULTATION OUTCOMES – PRIMARY AND SECONDARY FORMULAE**

**Resolved –**

- (1) That the additional modelling presented in Document “GO” be noted.**
- (2) That the structure of the formulae for the calculation of individual primary and secondary school and academy budget shares for the 2017/18 financial year, as set out in Document “GO” Appendix 1, be agreed. Agreed by consensus (without requiring a vote).**
- (3) That the criteria for the allocation of the DSG's Schools Block Growth Fund, and other Schools Block centrally managed funds, as proposed in the consultation document, be agreed.**

**Action:** *Business Advisor (Schools)*

## **8. CONSULTATION ON EARLY YEARS BLOCK FUNDING MATTERS 2017/18**

**Resolved –**

That the consultation paper set out in Document GP Appendix 1 be published.

**Action:** *Business Advisor (Schools)*

## **9. CONSULTATION ON HIGH NEEDS BLOCK FUNDING MATTERS 2017/18**

**Resolved –**

- (1) That the consultation paper set out in Document “GQ” Appendix 1 be published.**
- (2) That the planned report to the Schools Forum to be presented on 7 December includes further information on the work taking place to ensure the efficient allocation of the High Needs Block and provides an update on the review of High Needs Block funded services and the development of sector-led delivery.**

**Action:** *Business Advisor (Schools)*  
*SEN and Behaviour Strategic Manager*

## 10. DSG CENTRAL ITEMS AND DE-DELEGATED FUNDS 2017/18

Resolved –

- (1) That the planned report to the Schools Forum to be presented on 7 December includes further information on the future availability of buy back into de-delegated funds, to inform the Forum's decisions making for 2017/18.
- (2) That feedback on de-delegated funds is collected from the Bradford Primary Improvement Partnership, to inform the Forum's decision making for 2017/18.

**Action:** *Business Advisor (Schools)*

## 11. OTHER SCHOOLS FORUM STANDING ITEMS

No resolution was passed on this item.

## 12. ANY OTHER BUSINESS (AOB) / FUTURE AGENDA ITEMS

Resolved –

- (1) That further information on the charging of payroll costs, as requested as recorded in the minutes, is provided.
- (2) That further information is provided in response to a Member's request for consideration of how the Local Authority is managing, and modelling the implications of, the development of new Post 16 free school provision in the Bradford District.

## 13. DATE OF NEXT MEETING

The next scheduled meeting of the Schools Forum is Wednesday 7 December 2016.

*FROM: Parveen Akhtar (City Solicitor)  
City of Bradford Metropolitan District Council*

*Contact: Asad Shah: 01274 432280  
Committee Secretariat*

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## Consultation - Bradford District Early Years Single Funding Formula 2017/18

### 1) Introduction

1.1 Attached with this introduction is the full Technical Statement, which sets out the proposed methodology and timetable for the calculation of funding allocations for individual providers delivering the 2, 3 and 4 year old free entitlements in 2017/18. This Statement includes direction on the funding of the extended 30 hours free entitlement for eligible 3 and 4 years olds from September 2017.

1.2 Our proposals also incorporate our immediate response to the changes set out by Government in its consultation on national funding formula and early years funding reform, which can be accessed [here](#). These reforms will have significant implications for the funding of early years provisions in Bradford. There are some aspects of the Government's reforms where it is currently unclear when change is required to be implemented from, April 2017 or April 2019, especially in changes to the funding of nursery schools. In pulling our proposals together, we have assumed that we can continue in 2017/18 to fund nursery schools as we currently do now. If it is confirmed by Government that this is not possible, we will need to revisit some of our proposals.

1.3 Please note that the values of funding rates quoted in this consultation document, including the Setting Base Rates, are indicative only at this stage and should be viewed with caution. These indicative rates are highlighted in yellow. It is expected that rates of funding for 2017/18 will be set following the Schools Forum meeting on 11 January 2017. The rates presented in this document do however, incorporate our initial estimate of the impact of the reduction in Bradford's Early Years Block funding at April 2017 that is set out in the Government's funding reform consultation document. Therefore, these do give providers some sight of the scale of reduction in the funding that they will receive from the Local Authority in 2017/18. Further reductions will take place in 2018/19, as set out in the impact assessment paragraph below.

1.4 We have briefed previously on our expectation that, because we currently fund our early years provision within the Dedicated Schools Grant (DSG) at a rate that is significantly higher than the national average, and in most other authorities, we are likely to lose from national formula funding arrangements. For reference (as a starting point for understanding and for comparison):

Bradford's 2016/17 DSG Early Years Block currently is £39.18m. This is 7.8% of the total DSG. It is made up of the following elements:

- 3 and 4 Year Old Offer £29.91m (76%)
- 2 Year Old Offer £8.93m (23%)
- Early Years Pupil Premium £0.34m (1%)

Our current 2016/17 Early Years Single Funding Formula allocates funding to providers as follows:

- A 2 Year Old Offer universal setting rate £4.83 per hour
- 3 and 4 Year Old setting base rates x3:
  - Nursery schools £5.70 per hour
  - PVI providers £4.62 per hour
  - Nursery classes £4.13 per hour
- An additional individual setting 3 and 4 year old deprivation rate, calculated using a 3 year rolling IDACI average. 13.2% of the total 3 and 4 year old budget is allocated via this factor. The mean average rate is £0.68 per hour.
- An additional sustainability lump sum, incorporating catering costs, for nursery schools; total allocation of £0.38m.
- An additional allocation, £333 per term, for Looked After Children in all settings.
- The Early Years Pupil Premium to the formula and conditions set by the DfE (£0.53 per hour for eligible children).

The distribution between settings of children taking up the free entitlement offers (based on 2016/17 indicative numbers) is as follows:

- 2 Year Old: 11% nursery schools; 18% nursery classes; 71% PVI providers
- 3 and 4 Year Old: 7% nursery schools; 37% PVI providers; 57% nursery classes

1.5 A detailed report was presented to the Schools Forum on 21 September 2016 on the Government's planned early years funding reform and the implications for the Bradford District. To summarise our initial view of the impact of the Government's plans:

- A quite substantial (7%) increase in funding for the 2 year old offer from April 2017 (a £0.6m gain to Bradford on January 2016 numbers), with the rate of funding per hour for providers possibly increasing from £4.83 to £5.20.
- A substantial (10%) reduction in funding for the 3 and 4 year old offer, of £3.01m in the DSG on January 2016 numbers, meaning funding rates for 3 and 4 year old free entitlement provision will need to reduce, especially for nursery schools and PVI providers, starting from April 2017. This is funding lost from the District; it is not retained to be recycled into another part of the Dedicated Schools Grant.
- Nationally, 112 authorities are gaining from the Government's proposals; 38 are losing (a number of London authorities are particularly negatively affected; Bradford's position is the worst of Yorkshire regional authorities).
- A significant alteration in the distribution of funding between providers within Bradford. A flattening of this distribution as a result of the proposal for a universal base rate.
- Very significant implications for the levels of DSG funding to nursery schools. The DfE indicates that there will be further consultation on this, with transitional protection in place "for at least" 2 years.
- A weakening of the proportion of funding allocated to deprivation (so a further flattening of the distribution on top of that from the universal base rate).
- Transitional protections in place 2017-19 meaning the full value of loss is not felt immediately, but substantial losses will still need to be managed in these transitional years (especially in 2018/19).
- Some lack of clarity on whether various restrictions come into place at April 2017 or April 2019.

1.6 A summary of the Government's structural proposals behind these points, as these affect provider-level allocations (*with Bradford's context shown in italics*):

- The calculation of allocations to early years providers will remain under the management of local authorities but under tight national statutory restrictions.
- 2 year old funding and the Early Years Pupil Premium, on their existing formulae, will continue.
- Authorities must have established a single universal base rate of funding for all providers by April 2019 at the latest (with encouragement for earlier implementation). *We currently have 3 different Setting Base Rates for different types of providers.*
- The amount by which the Early Years Block can be 'topslliced' for centrally managed funds is restricted to 5% of the total budget. *We currently topslice 1%.*
- Authorities must have a deprivation factor and can continue to set their own method for allocating this to providers, but the total of spending on all supplements is limited to 10% of the budget. *We currently spend 13.2% on deprivation.*
- The types of supplements authorities can use will be restricted to: deprivation (mandatory), rurality (optional), key policy objectives e.g. flexibility (optional). *We have not previously employed any of these supplements. However, this means that our current lump sum funding (to nursery schools) and sustainability mechanisms would not be permitted. Unclear whether this restriction applies from April 2017 or April 2019.*
- Authorities are encouraged to introduce (if not in place already) funds for inclusion for SEND children. These can be funded from the Early Years Block. *We have these funds in place already.*
- The Minimum Funding Guarantee will no longer be applied in the Early Years Block. *Currently, this MFG restricts the value of reduction in the setting base rate to a maximum of 1.5% on the rate in the previous financial year.*
- A new grant stream within the DSG, which will allocate funding on an annual basis for children in receipt of Disability Living Allowance (DLA).



## **2) Bradford's Early Years Single Funding Formula – Proposals for 2017/18 in Response to Government Funding Reform**

2.1 Our proposals for amendment to Bradford's Early Years Single Funding Formula (EYSFF) for the 2017/18 financial year, in response to the Government's announcement, are based on the following guiding principles:

- The Early Years Block (EYB) must be self contained and must not require contributions from the other 2 DSG Blocks in 2017/18 and in the future.
- The DfE's Nursery School Supplement should be spent on Nursery Schools, not diverted to any other purpose, so long as this funding continues. There are options for how this supplement (or an element of this supplement can be used).
- The EYB should continue to contribute to High Needs Block (HNB) pressures, especially HNB funds that directly support early years activities. However, the value of this contribution must be controlled and assessed in the context of the reduction in EYB funding that will need to be managed 2017-19.
- The values of funding rates for the 3 and 4 year old entitlement for settings will reduce in 2017/18 because the Early Years Block is reducing. It will also be helpful to start to make change towards a new required funding approach in 2017/18. However, it is unrealistic, in the time we have before the 2017/18 DSG allocation is set at the beginning of January 2017, for the Authority with the Schools Forum, to develop, test, properly consult on and communicate significant formula change, such as the introduction of a universal base rate, in time for providers to react and amend their business models for April 2017. It is also the case that we may not know the final outcomes of the DfE's consultation until late in the autumn term or early in the new year, giving even less time to react to establish arrangements for 2017/18 on a certain basis.
- In assessing what we do for 2017/18, the trajectory and final expected position of the EYB at April 2019 must be followed to avoid making a change in 2017/18, for example, that is then reversed in 2018/19 or in 2019/20 because the Government's funding reform is going in the opposite direction.

### **Question 1 – Do you agree with the guiding principles? If not, please can you explain why not.**

2.2 The Government has outlined its expectation that local authorities will be 'on formula' according to reformed arrangements by April 2019 at the latest, with encouragement to implement earlier if possible. Our proposal for the outline timetable for the amendment of Bradford's EYSFF in response the Government's funding reform, across the 2017-2019 period, is as follows:

- For 2017/18 – continuity - by maintaining the overall structure of Bradford's current EYSFF, which includes continuing different setting base rate values and additional nursery school funding, but with some adjustments to follow the expected trajectory for / in:
  - Deprivation & SEN Funding rates with the reduction to 10% maximum spend
  - The Nursery School Supplement
  - Overall affordability (responding the DSG EYB reduction)
- For 2018/19 – adoption of new arrangements under protection - the adoption of new formula arrangements, including a universal base rate and reviewed supplements under an additional transitional protection mechanism but incorporating the necessary response to the expected further reduction in EYB funding. This will include transferring the full spending of the Nursery School Supplement to a separate sustainability factor, to enable a universal base rate to be established.
- 2019/20: full adoption of new formula arrangements - including a universal base rate and reviewed supplements, without any protections, incorporating the necessary response to the expected further reduction in EYB funding. This may or may not include the removal of the Nursery School Supplement, which the Government has indicated it will consult further on.

2.3 Following this timetable, the Authority expects to complete review work and to publish a consultation on new formula arrangements in Bradford, which would be implemented at April 2018, in June or July 2017.

**Question 2 – Do you agree with proposed timetable for implementing early years formula funding change in Bradford across 2017-2019? If not, please can you explain why not.**

2.4 In summary, we propose to calculate allocations for early years providers in the 2017/18 financial as follows:

- Using the technical, administrative, payment and counting arrangements, and timetable, that are already established and have been used to calculate and pay allocations in the current 2016/17 financial year. The full details of these arrangements are set out in the Technical Statement. The administration of the extended 30 hours offer from September 2017 will be brought into these existing administrative arrangements. Specific guidance, where necessary, on the 30 hours has been written into the Statement (some guidance has still to be confirmed in later iterations of the Technical Statement). There are some small technical adjustments needed with the implementation of the extended 30 hours entitlement.

**Question 3 – Do you agree with the proposal to continue the existing technical, administrative, payment and counting arrangements in 2017/18, and to extend these arrangements to the funding of the extended 30 hours entitlement for 3 and 4 years olds? If not, please can you explain why not.**

- The 2 Year Old Offer:
  - The simple universal rate of funding per hour for all types of provider, without supplement, will be retained.
  - This rate will be set at the value of the rate the Government funds the Early Years Block (EYB) i.e. 100% pass through of the Government's rate to providers. Currently, the EYB funded rate is £4.85 per hour and providers are funded at £4.83 per hour. The DfE indicates that our rate of funding for 2017/18 will be increased to £5.20 (this still to be confirmed). On this indicative basis, we would fund providers at the £5.20 rate.

**Question 4 – Do you agree with the proposed approach to funding the 2 year old free entitlement in 2017/18? If not, please can you explain why not.**

- The 3 and 4 Year Old Offer, incorporating the extended 30 hours entitlement, we propose to:
  - Continue to use 3 different Setting Base Rates (nursery classes, nursery schools and PVI providers). The same rates will be used to fund the 15 and the 30 hour entitlements in each type of setting.
  - Continue our current Deprivation and SEN Supplement, using the 3 year average of IDACI data. However, we will reduce our total spending from 13.2% of budget currently to 10% of budget (which is a reduction of about £1m), which will reduce the values of Deprivation & SEN funding rates for providers. There is some uncertainty about the 10% restriction will be in place 2017, but there is rationale for making this change now, in particular as it helps protect the value of the base rate especially for PVI providers.
  - Cease the separate (and additional) formula funding for looked after children, currently funded at £333 per term (a total spend of £21,600 in 2015/16). Looked After Children will continue to receive additional funding through the Early Years Pupil Premium.
  - Bring the catering supplement for nursery schools into the nursery school setting base rate and deprivation rate funding (this is a technical change that does not change levels of funding allocated to individual schools).
  - Continue the nursery school sustainability supplement, without reduction, but bring the extended 30 hours into the calculation of this from September 2017. There is uncertainty about whether this supplement will be permitted at April 2017. If it is not permitted, we would need to look to transfer this supplement into the nursery school base rate.
  - Amend nursery school funding to ensure the full value of spend of the DfE's Nursery School Supplement. There are options available for this that will be discussed directly with the Nursery

schools e.g. enhance the lump sum for all 7 schools; enhance the value of the sliding scale protection; establish a cash protection factor; or establish a pot from which to pay for the costs of change.

- Reduce all of the 3 setting base rates according to the needs of affordability (so that the overall EYB balances for 2017/18) with reference to the expected trajectory of the Government's funding reform. This trajectory is set out below. This means that the reduction to the nursery classes base rate is likely to be lower than schools and PVI providers, because the classes rate is already close to what the universal setting base rate is expected to be at April 2019. The 2017/18 reduction will also need to take account of the additional one off pressure created by the difference between the DfE funding the extended 30 hours at DSG level on a 7/12ths basis for September 2017 to March 2018 and Bradford being required to fund 26 weeks for the same period (26/38ths is greater than 7/12ths).

**Question 5 – Do you agree with the proposed approach to funding the 3 and 4 year old free entitlement in 2017/18? If not, please can you explain why not.**

**Question 6 – Are there any changes that you would like to see made to the Early Years Single Funding Formula in 2017/18 that have not been proposed?**

### **3) Estimated Provider Funding Rates 2017/18 to 2019/20**

3.1 The table below sets out our estimate of the changes in rates of funding for providers that will be brought about by the Government's early years funding reforms across the 2017-2019 period, based on the broad proposals set out in this document. These estimates come from analysis of the modelling presented in the Government's consultation. As such, they are very indicative and should be viewed with caution.

3.2 These estimates simple factor the estimated impact of the Government's proposed reduction in Bradford's Early Years Block, the requirement for a universal setting base rate for the 3 and 4 year old entitlement, the restriction of supplements spending to 10% of the total budget, and our response to this. It assumes that Bradford's formula will not include any additional supplements e.g. supporting flexibility in the future and that our deprivation measure will continue to work in the same way and be based on IDACI. It also assumes a continued very low value of central retention within the Early Years Block. The construct of Bradford's future formula is to be reviewed, with proposals anticipated to be published in summer 2017. As such, we would emphasise that providers view these rates with caution. Our rates of funding will also be affected by annual data changes. The new funding stream for Disability Living Allowance has not been included in the analysis below and will be added once confirmed.

<b>ESTIMATED Rate Per Hour</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>
2 YO Offer - Universal Base Rate	£4.83	£5.20	£5.20	£5.20
<b>3 &amp; 4 Year Old Entitlement</b>				
Setting Base Rate – Nursery Schools	£5.70	£5.45	£4.12	£4.11
Setting Base Rate – Nursery Classes	£4.13	£4.11	£4.11	£4.11
Setting Base Rate – PVI Providers	£4.62	£4.42	£4.12	£4.11
Mean Deprivation & SEN Rate	£0.68	£0.50	£0.49	£0.47
Nursery Schools Supplement	£1.07	£1.87	£3.16	*
Looked After Children Additional	£1.75			
Early Years Pupil Premium	£0.53	£0.53	£0.53	£0.53

\* the continuation of the Nursery Schools Supplement at April 2019 is uncertain

**Question 7 – Do you have any comments on these estimated rates of funding?**

**Question 8 – Do you have any other comments that you have not made elsewhere in your response?**

#### **4) Responses to this Consultation and Next Steps**

4.1 Please use the responses form attached at the end of this document to submit your views on the proposals outlined in the consultation. There is space on this form for you to comment on any aspect of the proposals. If you wish to discuss these proposals in more detail, or have any specific questions, please contact either Andrew Redding [andrew.redding@bradford.gov.uk](mailto:andrew.redding@bradford.gov.uk) 01274 432678, Dawn Haigh [dawn.haigh@bradford.gov.uk](mailto:dawn.haigh@bradford.gov.uk) 01274 433775 or Jaclyn McManus [jaclyn.mcmanus@bradford.gov.uk](mailto:jaclyn.mcmanus@bradford.gov.uk) 01274 431965

4.2 Please ensure that your response is submitted by the deadline of **Monday 28 November 2016**. Any responses received after this deadline date may not be included in the overall analysis presented to the Schools Forum.

4.3 It is anticipated that the Schools Forum will make its final recommendations on 2017/18 arrangements on Wednesday 11 January 2017. A confirmed Technical Statement, giving sight of the final Early Years Single Funding Formula, and rates of funding, for the 2017/18 financial year will be published very shortly after.

## Bradford District Early Years Single Funding Formula 2017/18

### (VERSION 1 PUBLISHED FOR CONSULTATION)

#### INTRODUCTION AND SUMMARY

1) The Basic Early Years Single Funding Formula (EYSFF) for the 3 and 4 year olds free entitlement in 2017/18 is:

$$(a + b) \times c + d = \text{Total EYSFF Funding 2017/18}$$

a) Setting Base Rate (£ per child per hour)

b) Setting Deprivation & SEN Rate (£ per child per hour)

$$(a + b) = \text{Setting's Total Funding Rate}$$

c) No. of Free Entitlement Hours delivered at the setting (per year)

d) Funding for Sustainability (where applicable)

For example, assuming that all children at a setting take 15 hours entitlement per week for 38 weeks per year, funding using the EYSFF in 2017/18 will look like:

a) Setting Base Rate **£4.11** \*\* Classes Base Rate

b) Setting Deprivation & SEN Rate **£0.37** \*\* illustrative only

$$\text{The setting's funding rate per hour} = (\mathbf{£4.11} + \mathbf{£0.37}) = \mathbf{£4.48}$$

c) No. of Free Entitlement Hours delivered at the setting (per year) = **39,660** calculated as follows:

	<b>Children</b>	<b>Hours Delivered</b>	
i Summer Term	78	14,040	(78 x 15 hpw x 12 weeks)
ii Autumn Term	62	13,020	(62 x 15 hpw x 14 weeks)
iii Spring Term	70	12,600	(70 x 15 hpw x 12 weeks)

$$\text{Sub Total EYSFF Funding} = \mathbf{£4.48} \times 39,660 = \mathbf{£177,677}$$

2) The Basic Early Years Single Funding Formula (EYSFF) for the extended 30 hours entitlement for eligible 3 & 4 Year Olds, from September 2017, will operate within the framework that has already been established for the original 15 hours entitlement as this is set out in this Technical Statement.

Timetabling and counting arrangements will be the same. Specific guidance about the funding of the 30 hours entitlement, where necessary, is incorporated into this Statement.

3) The 2 year old free entitlement in 2017/18 will be funded via a simple flat rate per child per hour for all settings. The value of rate for all providers is set at **£5.20**. Funding will be calculated on a termly count of children, in the same way that participation is calculated for 3 and 4 year olds, but incorporating a 2<sup>nd</sup> headcount date.

## SECTION 1

### a) There are 3 'Setting Base Rates' for the 3 and 4 year old free entitlement offer in 2017/18:

Type of Setting	Base Rate Value
Maintained Nursery Schools	£5.45
Maintained Nursery Classes in Primary Schools Nursery Classes in Academies	£4.11
Private, Voluntary & Independent (PVI) Settings, including Childminders	£4.42

- The Base Rates are expressed as values of funding per child per hour. These rates reflect the actual costs of delivery of the free entitlement and that these costs are different for different types of setting. They have been adjusted in 2017/18 for overall affordability pressures. The adjustments are explained in the reports on which the Schools Forum has made its recommendations for the allocation of the Early Years Block in 2017/18; primarily in response to the introduction of the Early Years National Funding Formula and the reduction in the value of DSG funding into the Bradford District.
- All settings of the same type are funded on the same Base Rate.
- The same rates by type of provider are used to fund the original 15 hours entitlement and, from 1 September 2017, the additional 15 hours, up to a maximum of 30 hours per child, for eligible children.
- The Base Rates are fixed at the point the 1<sup>st</sup> draft of Indicative Budgets are published, which for 2017/18 is in February 2017 (please see the [timetable](#)).
- For Primary schools with Nursery classes, funding allocated to support whole school costs remains fully within the Primary school funding formula (e.g. rates).

### b) The value of a setting's 'Deprivation & Special Educational Needs (SEN) Rate' for 3 and 4 year olds is based on the measured level of deprivation of children taking the free entitlement at that setting

- All Local Authorities are required by the Department for Education (DfE) to have a deprivation factor within their EYSFF. This funding is allocated, in addition to the Base Rates, specifically to:
  - Support raising the educational outcomes and life chances of children from more deprived backgrounds
  - Support the reduction of the attainment gap that currently exists between children from more deprived and children from more affluent backgrounds
  - Support settings for the additional costs associated with the delivery of the free entitlement to children from more deprived backgrounds and to children that have additional lower level educational needs (Early Years Action, Early Years Action +).
  - Please note that this funding does not replace the provision and processes in place within the Bradford District to support children with higher level special educational needs.
- As with the Base Rates:
  - A setting's 'Deprivation & SEN Rate' is expressed as a value per child per hour,

- These rates are fixed at the point the 1<sup>st</sup> draft of Indicative Budgets are published, which for 2017/18 is in February 2017,
  - All hours, including the 30 hours offer from September 2017, delivered at a setting are funded at the same Deprivation and SEN Rate.
- Unlike the Setting Base Rates, Deprivation and SEN Rates vary according to the measured level of deprivation of children attending each setting. Each setting's Deprivation and SEN Rate is calculated using the Index of Multiple Deprivation and the postcodes of children taking up the free entitlement at the setting, recorded in the January 2017, January 2016 and January 2015 censuses (3 year rolling average). Because of the time lag in data, the Local Authority appreciates that using this approach may produce some anomalous funding results, especially for smaller settings. We will keep this approach under review.
  - Rates of funding have been calculated, based on the estimates of funded hours delivered used to calculate the Indicative Budgets, using the Index of Multiple Deprivation (IMD) scores linked to individual children's postcodes. Where this data for an individual setting cannot be properly determined or is not available, and for settings that newly establish during the year, the setting's deprivation rate will be calculated using the average IMD scores for all providers of this type. This is especially applicable for Childminders.

**c) Each setting is funded on the number of 3 and 4 year old free entitlement hours recorded as delivered in a single census taken each term**

- Each setting's no. of funded free entitlement hours delivered for the 2017/18 financial year is the sum of:
  - Summer term (beginning 1 April 2017): the total of free entitlement hours delivered per week recorded in the census taken on 18 May 2017, x 12 weeks
  - Autumn term (beginning 1 September 2017): the total of free entitlement hours delivered per week recorded in the census taken on 5 October 2017, x 14 weeks. The delivery of the 30 hours entitlement will begin to be recorded from this Census.
  - Spring term (beginning 1 January 2018): the total of free entitlement hours delivered per week recorded in the census taken on 18 January 2018, x 12 weeks. The delivery of the 30 hours entitlement will be recorded in this Census.
- 'Hours delivered' are the free entitlement hours children are registered to take at that setting, taken from the contracts signed with parents for that term. 'Hours delivered' is not affected by the actual attendance of children at the time the censuses are taken.
- The dates for the censuses are the same for both maintained and PVI settings. The dates are those set by the DfE for the maintained termly censuses. One of the reasons for this is so that the census data for each setting can be cross checked to identify duplicate children.
- For maintained schools, the free entitlement hours information will be taken by the Local Authority from the data recorded in the "funded hours" field in the censuses, which schools submit to the DfE via the COLLECT website. PVI settings will be required, as is the process now, to complete a pre-populated form and to return this directly to Bradford Council EYCP via Bradford Schools Online.
- Adjustments will be made to the funding of settings that open or close (or cease to deliver free entitlement hours) mid-term, to reflect the proportion of the term applicable.
- No adjustment will automatically be made to funded free entitlement hours for starters or leavers after the census date in each term. However, exceptional circumstances can be considered where a setting admits a significant number of children after the census has been taken that term. Please see paragraph i below.

- An adjustment to funded hours delivered will be made specifically for the autumn term only, recognising that in this term the intake of children into nursery provision is often staggered into maintained settings and that eligible children may start the term at a PVI setting and then move to a maintained setting before the October census. Where a child started the autumn term at a PVI setting and has moved to a maintained setting prior to the October census, an adjustment will be made to split the funding for the autumn term, based on the number of weeks that a child has attended each setting. This adjustment applies for the autumn term only.
- For the purposes of calculating Indicative Budgets for all settings before the start of the financial year, estimates of the funded free entitlement hours that will be recorded in each of the censuses will be used. Adjustments will then be made in year, where actual numbers are different from these estimates. Please see paragraph e below.
- Please note however, that, as the 30 hours extended entitlement is introduced for the first time from 1 September 2017, the Authority does not have a census database on which to calculate estimates of numbers for the autumn 2016 and spring 2017 terms. The Authority could estimate the numbers for each setting, but using unguided estimates may result in settings, especially, being over funded and being required to repay large amounts. In seeking to avoid this, the numbers of funded 30 hours children will not be included in the calculation of Confirmed Indicative Budgets and will be added into funding on an actual basis as the censuses are collected. The Authority is aware that this may create cashflow issues for PVI settings as funding for the 30 hours would be allocated after the provision has begun. Our funding approach currently includes the provision for PVI settings to request their initial payments for autumn and spring to be adjusted to take account of a more up to date estimate of likely numbers. We would see then that PVI providers should use this provision to ask the Authority to increase payments from the start of the autumn term so that their additional funding for their 30 hours children is allocated in real time. Having now moved to monthly payments for PVI settings also gives flexibility to adjust payments quickly in response to cash flow pressures.
- PVI settings, please note that, due to the very tight timescale for processing information, the count of funded free entitlement hours from the January 2017 census, which will be used to calculate 1st draft Indicative Budgets, will be taken from the census summary each setting provides, rather than from the full census return. If this summary is obviously incomplete or incorrect, the Local Authority will use the count from the January 2016 census. Settings will of course be able to revise the estimates before the Confirmed Indicative Budgets are published. Providers are required to complete the 'Update to Termly Estimates Form' issued by Bradford Council in order to revise the estimates used in the indicative budget. Providers must provide a valid reason for the amendment in order for the revision to be considered and applied.

#### **d) Only children eligible for the 3 and 4 year old free entitlement will be funded**

- The EYSFF for 3 and 4 year olds will only allocate funding for children in settings that are accessing the free entitlement from the term after their 3<sup>rd</sup> birthday. The 1 September, 1 January and 1 April are taken as start dates for each of the terms. The offer has been extended to eligible 2 year olds, but this does not mean all children accessing provision under aged 3 are eligible for EYSFF funding.
- The maximum number of hours any child will be funded for, for the period 1 April to 31 August 2017, is 15 hours per week (for 12 weeks) or the equivalent of this total. This is the same for any child regardless of their age, so a four or five year old child staying in nursery (rather than starting Reception) will only be funded for 15 hours per week, unless funding for the additional 10 hours is specifically agreed with the Local Authority.
- From 1 September 2017, some eligible children will be entitled to 30 hours per week (for 38 weeks per year) and, for these children, 30 hours x 38 is the maximum number of hours that will be funded by the EYSFF. Children that are not eligible for the 30 hours extended entitlement will continue to be entitled to 15 hours per week (38 weeks per year) and the maximum that will be funded is 15 hours x 38. Four or five year old child staying in nursery (rather than starting Reception) will only be funded for 15 hours per week, unless they are eligible for the extended 30 hours or they are continued to be placed at the request of the Local Authority (e.g. children with SEND), where they will be funded for 30 hours.



- Although a child can take up their entitlement over two settings, the maximum entitlement is still the equivalent of either 15 or 30 hours per week over 38 weeks per year. Where a child attends two settings, the Local Authority will fund each setting on a pro-rata basis only up to a maximum of 15 or 30 hours. Where a child attends two settings, the individual settings should ensure they are aware of the free entitlement hours being accessed by that child at another setting; this should help to avoid funding discrepancies regarding duplicate pupils. This may involve discussion with the settings involved where the pro-rata split is not clear from the census returns.
- Maintained schools and academies will only be funded up to the maximum of their published admission number on a termly basis, expressed in hours e.g. a 52 place nursery's maximum number of hours per week will be, assuming the continuation only of the 15 hours entitlement,  $52 \times 15 = 780$ , so in 2017/18 for the summer term the maximum will be  $780 \times 12 \text{ weeks} = 9,360$ ; for the autumn term  $780 \times 14 \text{ weeks} = 10,920$ ; for the spring term  $780 \times 12 \text{ weeks} = 9,360$ . These maximums will be adjusted on a termly basis to take account of the actual number of children accessing the 30 hours entitlement e.g. a 52 place nursery, that has 30 children taking to 30 hours, would have a maximum in the autumn term of  $(30 \times 30) + (22 \times 15) \times 14 \text{ weeks} = 17,220$ .
- Although a child can stretch their entitlement over more than 38 weeks, the Local Authority will fund settings on the basis that all children are taking their entitlement over 38 weeks. It is for the individual setting to then manage funding. To ensure settings are funded correctly, these children should still be recorded in the censuses as accessing 15 hours or 30 hours, where they access an annual total of 570 hours (equivalent to 15 hours  $\times$  38 weeks) or 1,140 hours (equivalent to 30 hours  $\times$  38 weeks).
- Regarding the extended 30 hours entitlement, at this stage, the eligibility checking process and the requirement for the Local Authority to verifying eligibility are proposed in the DfE's draft statutory guidance and supporting documents:

<https://consult.education.gov.uk/early-years-funding/childcare-free-entitlement>

It is proposed by the DfE that:

- Parents will apply online or by phone and will receive a code, this will be a quarterly declaration.
- The parents will give their chosen provider/s the code.
- The provider will do a check on the online checker, which should be available in February 2017.
- The provider will claim the child's hours through the Local Authority's systems
- The Local Authority will then verify the eligibility of the children it is funding with each provider using the Department for Education's Eligibility Checking System.
- DfE 'expect that local authorities will need to check which children are eligible for a place at key points – e.g. at the start, mid-way through and at the end of the term or quarter' parents that are no longer eligible after a check the 'grace period' will kick in for those children who are no longer eligible for the extended entitlement'.

The role of the Local Authority will be to:

- Support providers to understand the online checker process and the claiming process.
- Provide an appropriate system to submit the child's hours to be funded.
- Verify eligibility in line with the DfE proposed requirements.
- Instigate grace period and make changes to payments.

A 30 eligibility and payments Task and Finish Group within the Local Authority will look to the existing systems and what adaptations will be required to facilitate the census recording, verification, and the link to payments and termly adjustments.

#### **e) The Confirmed Indicative Budget published in March 2017 only gives an estimate of funding**

- A 1<sup>st</sup> draft Indicative Budget for 2017/18 for all settings will be published at the end of February 2017. This budget will:

- Show a setting's Base Rate and Deprivation and SEN Funding Rate, which are fixed for 2017/18
- Be calculated on hours at setting information taken from the previous 3 termly censuses i.e. estimating that a setting's numbers to be recorded in the following 3 censuses will be the same as the previous 3 censuses
  - May 2016 for an estimate of the May 2017 census
  - October 2016 for an estimate of the October 2017 census
  - January 2017 for an estimate of the January 2018 census
- As the 30 hours extended entitlement is introduced for the first time from 1 September 2017, the Authority does not have a census database on which to calculate estimates of numbers for the autumn 2016 and spring 2017 terms. The Authority could estimate the numbers for each setting, but using unguided estimates may result in settings, especially, being over funded and being required to repay large amounts. In seeking to avoid this, the numbers of funded 30 hours children will not be included in the calculation of Confirmed Indicative Budgets and will be added into funding on an actual basis as the censuses are collected.
- Settings will then have the opportunity to revise their estimates, should they wish, to incorporate their latest information on admissions for the coming financial year, including anticipated numbers of children taking up the extended 30 hours offer. PVI providers must complete and submit the 'Update to Termly Estimates Form' to inform the LA of the revisions required. This form can be downloaded from Bradford Schools Online.
- A Confirmed Indicative Budget for 2017/18 will then be published in March 2017. This budget will be used to begin payments to maintained schools and PVI providers (see paragraph g below)
- To accompany the Confirmed Indicative Budget, a ready reckoner will be provided by the Local Authority in March 2017 for settings to use to anticipate the value of potential adjustments to funding and to plan their provision and cash flow accordingly.

**f) A setting's actual funding will be adjusted from the Confirmed Indicative Budget to reflect differences between estimated and actual free entitlement hours delivered**

- Adjustments to funding will be calculated following each of the termly censuses:
  - Please see the [timetable](#) for when adjustments will be published and actioned in 2017/18. These adjustments will alter the amounts of funding physically paid to settings.
  - The adjustments will reflect the differences between the estimated and actual funded hours delivered,
  - A ready reckoner will be provided by the Local Authority, alongside the Confirmed Indicative Budget in March, which settings can use to anticipate these funding adjustments and plan their provision and spending accordingly,
  - A statement of the value of adjustments will be published in advance of the adjustments being actioned. Please see the [timetable](#).
- Additional notes on the calculation of funding adjustments:
  - The value of adjustments is influenced by the accuracy of the estimates of funded hours in the Confirmed Indicative Budgets published in March,
  - These adjustments can be both positive and negative,
  - All adjustments for the 2017/18 financial year will be actioned before 31 March 2018 i.e. in year,
  - Funding adjustments will take account of any sustainability funding; the ready reckoner provided by the Local Authority will incorporate this.
  - Because of the very tight timescale for processing the data after the January 2018 census, the adjustments for the spring term 2018 for PVI settings will be based on the summary information. Where amendments to funding are subsequently identified e.g. for duplicate children, following the processing of the more accurate individual child level census data, these amendments will be incorporated into the adjustments made for the funding for the summer term 2018 following the May 2018 census. Where a setting does not pay back any

money owed to the Local Authority at year end via cheque the value of funding owed will be taken from the setting's summer term payment,

- Where closed or closing settings owe funding to the Local Authority that cannot be recovered through the adjustment of advances the setting will be asked to pay the funding back via cheque.

**g) In 2017/18 the way in which funding is physically paid, and the timing of adjustments to payments, will be on a monthly basis for both Maintained & PVI settings**

- Maintained schools already have a well-established monthly advances payment system and EYSFF funding will be allocated using this. Schools are already familiar with the way in which these advances are set at the start of the financial year, but are then adjusted to take account of changes in funding (e.g. for statemented SEN) during the course of the year; in June, September, December and March. The adjustments to EYSFF funding will be incorporated into the September 2017, December 2017 and March 2018 advances adjustments. Please see the [timetable](#).
- We moved to monthly payments for PVI providers at April 2016 2016/17. 2017/18 arrangements are the same:
  - Summer Term:
    - Funding from the Confirmed Indicative Budget will be divided by 5 (no. of months in the term) for 5 equal payments to be made between April and July.
    - 2 payments will be made in April, firstly for April and then for May. Payments for the remaining 3 months of summer term will be paid in May, June and July respectively.
    - Any positive or negative adjustment following the re-calculation of funding using May Census actual numbers will be added to or deducted from the July advance.
    - Where the July advance is insufficient to recoup the full value of any negative adjustment, the August advance will also be reduced. Where a negative balance is still outstanding after this, a deduction will be made from September advance.
  - Autumn Term:
    - Funding (either from the Confirmed Indicative Budget or from a revised calculation where the Authority has been notified of a change in numbers) will be divided by 4 (no. of months in the term) for 4 equal payments to be made each month between August and November.
    - The payment for September will be made in August, with payments for the remaining 3 months of the term made in September, October and November.
    - Any positive or negative adjustment following the re-calculation of funding using the October Census actual numbers will be added to or deducted from the November advance.
    - Where the November advance is insufficient to recoup the full value of any negative adjustment, the December advance will also be reduced. Where a negative balance is still outstanding after this, a deduction will be made from the January advance.
  - Spring Term:
    - 80% of spring term's funding (either from the Confirmed Indicative Budget or from a revised calculation where the Authority has been notified of a change in numbers) will be divided by 3 (no. of months in the term) for 3 equal payments to be made each month between December and February.
    - The payment for January will be made in December, with payments for the remaining 2 months of the term made in January and February.
    - Any positive adjustment following the re-calculation of funding using the January Census actual numbers will be paid in a single additional payment at the end of March. This payment will include any funds owed from 20% of the termly amount being withheld from the initial advances calculation.
    - A setting that has still been overpaid, after the 20% that was withheld from the initial calculation has been taken into account, must repay the value of overpayment by cheque by 30 April 2018. Where a cheque is not received by 30 April 2018, the Local Authority will deduct the value of the outstanding overpayment from the next available monthly advance in the summer term. This is likely to be in May 2018.

- Where a PVI setting experiences exceptional cash flow difficulties, they should contact the Local Authority to discuss the matter further. Contact details can be found in Section 3 of this document.
- Monthly payments will incorporate payments for 2 Year Olds, 3 & 4 Year Olds, Early Years Pupil Premium, and any other applicable funding due from Bradford Council to providers.
- Funding of Early Years Pupil Premium will be calculated on a retrospective basis and will be added to monthly advances as a lump sum in September, December and March.
- Settings will receive one single payment each month combining all the funding and grants applicable for that month. A breakdown of the values paid for each section of funding and/or grants will be shown on the advances (payments) update schedules. This will be updated and published on Bradford Schools Online monthly. We strongly recommend providers download this schedule every month.

#### **h) Funding for Children who are Looked After in 2017/18**

- Please note that the additional funding for Looked After Children, at £333 per term, has ceased to be allocated from 1 April 2017. This is part of our response to the movement to the Early Years National Funding Formula.
- The Early Years Pupil Premium will continue.

#### **i) Approach to funding Sustainability Issues in 2017/18**

- The EYSFF in 2017/18 continues to include a “sustainability” factor, which works on a sliding scale basis to allocate funding specifically to Nursery schools in addition to the funding per children per hour\*. This factor ensures that funding allocations continue to reflect specific:
  - Site related costs: buildings and grounds maintenance costs, rates and insurance,
  - Costs relating to supporting Newly Qualified Teachers and safeguard as a result of re-deployment,
  - Fixed type costs incurred by maintained settings in leadership and management and administration and premises staffing.
- We propose to amend nursery school funding to ensure the full value of spend of the DfE’s Nursery School Supplement on Nursery Schools. There are options for this that will be discussed directly with the Nursery schools e.g. enhance the lump sum for all 7 schools; enhance the value of the sliding scale protection; establish a cash protection factor; or establish a pot from which to pay for the costs of change.

\* There is uncertainty about whether this supplement will be permitted at April 2017. If it is not permitted, we would need to look to transfer this supplement into the nursery school base rate.

- Both maintained and PVI providers can access dedicated business support, provided by Bradford Council EYCP, for advice on any budget or sustainability issues.
- The Schools Forum has established a process, which is currently used to consider the allocation of additional funding, on a one off basis, to Primary schools facing exceptional cost pressures during the financial year. Requests for funding, submitted by schools, are reviewed on an individual case basis against set criteria. The most common reason for requests is a significant increase in pupil numbers during the financial year, where the school has had to make additional provision, such as setting up a new class. This established process will be used in 2017/18 as the basis on which to consider the allocation of additional funding to any maintained or PVI setting that may face exceptional cost pressures. A likely common reason for setting’s asking for exceptional funding will be where a setting has admitted a significant number of children after the census has been collected for that term. In such cases, exceptional circumstances will always be measured in terms of the level of additional cost pressure faced by the setting in admitting these children, rather than simply measured by the number of additional children not counted in the census.

## **j) Resourced SEN provision in Early Years settings – Children’s Centres Plus**

- Resourced SEN provision for 2, 3 and 4 year olds, Children’s Centre Plus will be funded through the High Needs Place-Plus mechanism. This means that all funding relating to these resourced provisions is excluded from the operation of the Early Years Single Funding Formula. Settings will not receive EYSFF funding for children placed in resourced provision. Instead settings will receive funding via the High Needs Place-Plus model. *Please note however, that how this funding is allocated is currently being reviewed (this review will determine how much is allocated at the start of the year and / or during the year for the movement of children).*

## **k) The Early Years Pupil Premium (EYPP) in 2017/18**

- Providers will receive up to **£300** per year, or **£0.53** per child per hour, for each eligible child.
- Early Childhood Services have access to the DfE’s Eligibility Checking Service which will be used to check whether a child is eligible for the Pupil Premium. Providers will then be funded on a termly basis, along with their main Early Years Single Funding Formula, through the established termly adjustments process. The first allocation of the Early Years Pupil Premium will be from data collected from the May 2017 Census.
- The eligible groups for the Early Years Pupil Premium will be as follows:
  - children from low income families (defined as meeting the criteria for free school meals);
  - children that have been looked after by the local authority for at least one day;
  - children that have been adopted from care; have left care through special guardianship;
  - and children subject to a child arrangement order setting out with whom the child is to live (formerly known as residence orders)
- As with the school-age Pupil Premium, the Government believes providers are best placed to know how to support their disadvantaged pupils with the Early Years Pupil Premium. Restrictions will therefore not be imposed on how providers spend the Early Years Pupil Premium. Instead, Ofsted will hold providers to account for how they’ve used their Early Years Pupil Premium to support their disadvantaged children through the regular inspection process.
- The DfE’s consultation web-page gives further information on the Early Years Pupil Premium:  
<https://www.gov.uk/guidance/early-years-pupil-premium-guide-for-local-authorities>

## **l) Disability Access Funding (New Funding Stream in 2017/18)**

- The Government proposes in its consultation to introduce a targeted Disability Access Funding, which would be paid to all providers for each child in receipt of Disability Living Allowance (DLA) taking up a place in their setting.
- We cannot provide firm that this new funding stream will be in place in 2017/18 or provide guidance at this stage on how this funding stream will operate if it is. We will be able to do so in later iterations of this Statement as further details are published. The Government has indicated that:
  - This would be paid to the provider as a total annual sum rather than an increase on the hourly rate.
  - To ensure that this new approach is implemented as simply as possible, it would build on the existing model of the Early Years Pupil Premium. This would mean that the Local Authority would receive the additional targeted Disability Access Funding as a ring fenced amount and are then responsible for passing a total amount directly through to providers for each eligible child.
  - Once the additional funding is allocated to an early years setting, the provider will be responsible for making decisions about how the funding should be deployed, for

example to target one child's specific needs, to improve the setting for a cohort of children or to increase the setting's capacity to take more disabled children.

#### m) SEN Inclusion (EYIP) funding

- Providers are able to apply for additional funding for support for children with SEND. The resource and requests are managed by the Early Years Inclusion Panel (EYIP). Further guidance on the EYIP can be found [here](#).
- Providers are also able to request support from their area's Equity and Access Officer (please see Bradford Schools Online via the link given in the paragraph above).

## SECTION 2

#### n) The Free Entitlement for Eligible 2 year olds

- Free early education became a statutory entitlement for eligible 2 year olds from 1 September 2013. Eligible children are defined as children who are looked after and children who meet the Free School Meals eligibility criteria. The programme was extended from September 2014 to include around 40% of 2 year olds.
- The EYWG and Schools Forum have previously considered various options to fund the free entitlement for 2 year olds. In 2016/17 these places were funded on a flat rate of £4.83 per hour, with no differentiation for different types of provision. Child numbers were counted and funded in the same way as for 3 / 4 year olds – based on participation recorded at individual settings in the termly censuses, but incorporating a second headcount each term. This second headcount identifies the most vulnerable children that don't arrive neatly at the start of term (especially the autumn term when the census is taken early in October) and also has supported the adequate funding of settings where there has been some slippage in the timescales of capital buildings programmes. The second headcount supports meeting the key outcome, which is to secure sufficient places on a participation-led funding basis.
- This approach is continued in 2017/18 at a single flat rate per hour, £5.20 for all children. The Funding Regulations only permit a single flat rate to be used to allocate funding for the 2 year old offer.
- The second head count will be taken on the following dates:
  - Summer term: 15 June 2017
  - Autumn term: 2 November 2017
  - Spring Term: 22 February 2018
- The Local Authority now holds a database of delivery numbers. This data will be used to calculate initial 2 Year Old funding allocations as part of the Confirmed Indicative Budget publication process.

## SECTION 3

### o) Who do I contact?

- The key Local Authority contacts for any queries about the EYSFF are:

**Maintained settings:** Dawn Haigh, School Funding Team, City of Bradford Metropolitan District Council, 01274 433775, [dawn.haigh@bradford.gov.uk](mailto:dawn.haigh@bradford.gov.uk)

**Private, Voluntary & Independent settings:** Jaclyn McManus, Early Years Childhood Services, City of Bradford Metropolitan District Council, 01274 431965, [jaclyn.mcmanus@bradford.gov.uk](mailto:jaclyn.mcmanus@bradford.gov.uk)

- Key contact details will be included in all correspondence relating to Indicative Budgets and adjustments to funding





## Appendix: Bradford District Early Years Single Funding Formula 2017/18 Timetable

Please read this timetable alongside the separate '[Technical Statement](#)', which explains how the Early Years Single Funding Formula (EYSFF) will be applied across the Bradford District for the 2017/18 financial year.

Date	Key Activity
January 2017	<p><b>a) Department for Education (DfE) January Census 19 January</b></p>
February 2017	<p><b>a) 1<sup>st</sup> draft of Indicative Budgets for 2017/18 Published week commencing 20 February</b></p> <ul style="list-style-type: none"> <li>• <u>Maintained settings</u> will be able to access these budgets on the Bradford Schools Online (BSO) website.</li> <li>• <u>PVI settings</u> will be able to access these budgets on the Bradford Schools Online (BSO) website. Please note budget information is longer sent by post.</li> <li>• The 1<sup>st</sup> draft of Indicative Budgets for 2017/18 will be based on each setting's hours delivered recorded in the May 2016, October 2016 and January 2017 censuses i.e. assuming that each setting will be funded for the same number of hours delivered in 2017/18 as in 2016/17.</li> <li>• Settings will then have approximately 3 weeks to review these estimates of funded hours, with the opportunity to change these up or down, prior to the publication of confirmed Indicative Budgets. PVI settings will need to complete the 'Update to Termly Estimates Form' and submit this to the LA. Further details of the checking process will be published with the budgets.</li> </ul>
February / March 2017	<p><b>a) Spring Term 2017 Adjustments Statement Published week commencing 27 February</b></p> <ul style="list-style-type: none"> <li>• A reconciliation statement for all settings will be published, which will show the differences between estimated and actual spring term funded hours delivered and the value of adjustments due.</li> <li>• <u>Maintained settings</u> and <u>PVI settings</u> will be able to access this statement on the BSO website.</li> </ul> <p><b>b) Confirmed Indicative Budgets for 2017/18 Published week commencing 13 March</b></p> <ul style="list-style-type: none"> <li>• The Confirmed Indicative Budgets will establish the starting point for funding for the 2017/18 financial year. These budgets will be different from the 1<sup>st</sup> draft, where settings have asked for their estimates of funded numbers to be altered. Where a setting has not asked for their estimates to be altered, their confirmed Indicative Budget will be the same as their 1<sup>st</sup> draft. They will not include 30 hours delivery.</li> <li>• The Confirmed Indicative Budgets will be published with a warning that these budgets are subject to change, for differences between estimates of and actual funded hours delivered recorded in the termly censuses.</li> <li>• The Confirmed Indicative Budgets will be published in the same way as the 1<sup>st</sup> draft Indicative Budgets.</li> </ul>

	<ul style="list-style-type: none"> <li>At the same time Confirmed Indicative Budgets are published, the LA will provide a 'ready reckoner', which settings can use to anticipate likely adjustments to funding for actual funded hours delivered.</li> </ul> <p><b>c) Monthly Advances for <u>Maintained and PVI settings</u> amended to incorporate Spring Term 2017 adjustment</b></p> <ul style="list-style-type: none"> <li>For <u>Maintained settings</u>, the value of LA I01 funding used to calculate the monthly advances will be amended in the final advances update in March 2017 to take account of the adjustment due from the January census. This adjustment will impact on each school's March 2017 carry forward balances position. Schools should use the ready reckoner provided by the LA to ensure that this adjustment is incorporated by schools in their forecast of their year end balances position.</li> <li>For <u>PVI settings</u>, any positive adjustment following the re-calculation of funding using the January Census actual numbers will be paid in a single additional payment. A setting that has been overpaid, must repay the value of overpayment by cheque by <b>30 April 2017</b>. Where a cheque is not received by 30 April 2017, the Local Authority will deduct the value of the outstanding overpayment from the next available monthly advance in the summer term. This is likely to be in May 2017.</li> </ul>
<p><b>April 2017</b></p>	<p><b>a) Calculation and Publication of Monthly Bank Account Advances for 2017/18 for <u>Maintained settings and PVI Providers</u></b></p> <ul style="list-style-type: none"> <li>For Maintained Primary schools with Nursery classes, Nursery Schools and PVI providers, the Early Years Confirmed Indicative Budget will make up part of the school's Section 251 Budget Statement. Monthly advances for 2017/18 will be calculated from the Section 251 Budget Statements and a schedule &amp; breakdown of payments will be published at the beginning of April.</li> <li>Monthly payments for <u>PVI settings</u> for 2017/18 will begin. Settings should consult advances statement published on Bradford Schools Online at the beginning of April.</li> </ul>
<p><b>May 2017</b></p>	<p><b>a) May (Summer Term) Census 18 May 2017</b></p> <ul style="list-style-type: none"> <li><u>Maintained settings</u> will submit their termly census to the DfE via COLLECT.</li> <li><u>PVI settings</u> will submit their census directly to Bradford Council ECS via the Bradford Provider Gateway on Bradford Schools Online (BSO). The Gateway will be open to do this from the beginning of term and will close after headcount day.</li> </ul>
<p><b>June / July 2017</b></p>	<p><b>a) Summer Term Adjustments Statement Published week commencing 26 June and payment adjustments PVI settings</b></p> <ul style="list-style-type: none"> <li>A second head count for 2 year olds will be taken on Thursday 15 June 2017</li> <li>A reconciliation statement for all settings will be published, which will show the differences between estimated and actual summer term funded hours delivered and the value of adjustments due. The adjustment will be a positive value (meaning that the LA owes the setting more funding), where the number of hours delivered actually recorded in the May census is greater than the estimate used in the confirmed Indicative Budget. The adjustment will be a negative value (meaning the setting must repay funding back to the LA) where the number of hours delivered recorded in the May census is lower than the estimate used in the confirmed Indicative Budget.</li> </ul>

	<ul style="list-style-type: none"> <li>• <u>Both Maintained and PVI settings</u> will be able to access this statement on the BSO website.</li> <li>• Adjustments will be made to the July 2017 payment for <u>PVI Settings</u> (both positive and negative) for the recalculation of summer term funding from the May Census. The August payment may also be adjusted, where the value of the July advance is not sufficient to enable full recovery of a negative adjustment.</li> </ul>
<b>August 2017</b>	<p><b>a) Deadline for <u>PVI settings</u> to notify the Local Authority of changes to estimates of autumn term funded hours Monday 7 August</b></p> <ul style="list-style-type: none"> <li>• Where a PVI setting forecasts that their numbers of hours delivered in the autumn term will be significantly different from the estimate used to calculate the confirmed Indicative Budget, including 30 hours delivery, the LA can make an adjustment to payments from September to reflect this difference. The PVI setting must inform the LA prior to the deadline date by completing and returning the 'Update to Termly Estimates Form'. The LA would not expect to need to make such adjustments for maintained schools.</li> </ul>
<b>September 2017</b>	<p><b>a) Monthly Advances for <u>Maintained settings</u> amended to incorporate Summer Term adjustments</b></p> <ul style="list-style-type: none"> <li>• For Maintained settings, the value of LA I01 funding used to calculate the monthly advances will be amended in September to take account of the adjustment due for the summer term.</li> <li>• For PVI settings, the September monthly payment will be amended only where, following adjustments to the July and August payments, there is still an outstanding overpayment to recover relating to the summer term.</li> </ul>
<b>October 2017</b>	<p><b>a) October (Autumn Term) Census 5 October 2017</b></p> <ul style="list-style-type: none"> <li>• <u>Maintained settings</u> will submit their termly census to the DfE via COLLECT.</li> <li>• <u>PVI settings</u> will submit their census directly to Bradford Council ECS via the Bradford Provider Gateway on Bradford Schools Online (BSO). The Gateway will be open to do this from the beginning of term and will close after headcount day.</li> </ul>
<b>November 2017</b>	<p><b>a) Autumn Term Adjustments Statement Published week commencing 13 November and payment adjustments PVI settings</b></p> <ul style="list-style-type: none"> <li>• A second headcount of 2 year olds will be taken on 2 November 2017.</li> <li>• A reconciliation statement for all settings will be published, which will show the differences between estimated and actual autumn term funded hours delivered and the value of adjustments due.</li> <li>• <u>Maintained settings</u> and <u>PVI settings</u> will be able to access this statement on the BSO website.</li> <li>• Adjustments will be made to the November 2017 payment for <u>PVI Settings</u> (both positive and negative) for the recalculation of autumn term funding from the October Census. The December payment may also be adjusted, where the value of the November advance is not sufficient to enable full recovery of a negative adjustment.</li> </ul>

<p><b>December 2017</b></p>	<p><b>a) Monthly Advances for <u>Maintained settings</u> amended to incorporate Autumn Term adjustments</b></p> <ul style="list-style-type: none"> <li>For <u>Maintained settings</u>, the value of LA I01 funding used to calculate the monthly advances will be amended in December to take account of the adjustment due for the autumn term.</li> </ul> <p><b>b) Deadline for <u>PVI settings</u> to notify the Local Authority of changes to estimates of spring term funded hours Friday 8 December</b></p> <ul style="list-style-type: none"> <li>Where a PVI setting forecasts that their numbers of hours delivered in the spring term 2018 will be significantly different from the estimate used to calculate the confirmed Indicative Budget, including 30 hours delivery, the LA can make an adjustment to the initial spring term payment to reflect this difference. The setting must notify the LA before the deadline date by completing and returning the 'Update to Termly Estimates Form'. The LA would not expect to need to make such adjustments for maintained schools.</li> </ul>
<p><b>January 2018</b></p>	<p><b>a) DfE January (annual) Census 18 January 2018</b></p> <ul style="list-style-type: none"> <li><u>Maintained settings</u> will submit their termly census to the DfE via COLLECT.</li> <li><u>PVI settings</u> will submit their census directly to Bradford Council ECS via the Bradford Provider Gateway on Bradford Provider Gateway on Bradford Schools Online (BSO). The Gateway will be open to do this from the beginning of term and will close after headcount day.</li> </ul>
<p><b>February 2018</b></p>	<p><b>a) 1<sup>st</sup> Draft of Indicative Budgets for 2018/19 Published</b> (see notes for February 2017)</p> <ul style="list-style-type: none"> <li>A second head count of 2 year olds will be taken on Thursday 22 February 2018.</li> </ul>
<p><b>March 2018</b></p>	<p><b>a) Spring Term 2018 Adjustments Statement Published week commencing 26 February</b></p> <ul style="list-style-type: none"> <li>A reconciliation statement for all settings will be published, which will show the differences between estimated and actual spring term funded hours delivered and the value of adjustments due.</li> <li><u>Maintained settings</u> and <u>PVI settings</u> will be able to access this statement on the BSO website.</li> </ul> <p><b>b) Monthly Advances for <u>Maintained and PVI settings</u> amended to incorporate Spring Term 2018 adjustment</b></p> <ul style="list-style-type: none"> <li>For <u>Maintained settings</u>, the value of LA I01 funding used to calculate the monthly advances will be amended in the final advances update in March 2018 to take account of the adjustment due from the January census. This adjustment will impact on each school's March 2018 carry forward balances position. Schools should use the ready reckoner provided by the LA to ensure that this adjustment is incorporated by schools in their forecast of their year end balances position.</li> <li>For <u>PVI settings</u>, any positive adjustment following the re-calculation of funding using the January Census actual numbers will be paid in a single additional payment. A setting that has been overpaid, must repay the value of overpayment</li> </ul>

	<p>by cheque by <b>30 April 2018</b>. Where a cheque is not received by 30 April 2018, the Local Authority will deduct the value of the outstanding overpayment from the next available monthly advance in the summer term. This is likely to be in May 2018.</p> <p><b>c) Confirmed Indicative Budgets for 2018/19 Published for all settings</b></p>
<b>April 2018</b>	<p><b>a) Calculation and Publication of Monthly Bank Account Advances for 2018/19 for <u>Maintained and PVI settings</u></b></p>

**The Local Authority has sought to plan this timetable as comprehensively as possible. Please note however, that all dates in this timetable are provisional and subject to change. Where we anticipate that any dates will significantly change, the Local Authority will do it's best to notify all providers as soon as possible.**

If you have any queries, please contact:

- Maintained settings: Dawn Haigh, 01274 433775      [dawn.haigh@bradford.gov.uk](mailto:dawn.haigh@bradford.gov.uk)
- PVI settings: Jaclyn McManus, 01274 431965,      [jaclyn.mcmanus@bradford.gov.uk](mailto:jaclyn.mcmanus@bradford.gov.uk)



# RESPONSES FORM

## Consultation on the Early Years Single Funding Formula 2017/18

Name \_\_\_\_\_ Setting Name \_\_\_\_\_

**THE DEADLINE FOR RESPONSES TO THIS CONSULTATION IS MONDAY 28 NOVEMBER 2016**

Please send completed questionnaire responses to:

School Funding Team  
City of Bradford Metropolitan District Council  
1st Floor, Britannia House,  
Hall Ings  
Bradford  
BD1 1HX

Tel: 01274 432678

Fax: 01274 435054

Email: [andrew.redding@bradford.gov.uk](mailto:andrew.redding@bradford.gov.uk)

Please complete the questionnaire by marking the appropriate boxes. There is a space below each question for you to record comments.

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**Question 1 – Do you agree with the guiding principles? If not, please can you explain why not.**

**Strongly Agree**  **On Balance Agree (some reservations)**  **Strongly Disagree**

If not, please provide further explanation here:

**Question 2 – Do you agree with proposed timetable for implementing early years formula funding change in Bradford across 2017-2019? If not, please can you explain why not.**

**Strongly Agree**  **On Balance Agree (some reservations)**  **Strongly Disagree**

If not, please provide further explanation here:

**Question 3 – Do you agree with the proposal to continue the existing technical, administrative, payment and counting arrangements in 2017/18, and to extend these arrangements to the funding of the extended 30 hours entitlement for 3 and 4 years olds? If not, please can you explain why not.**

**Strongly Agree**       **On Balance Agree (some reservations)**       **Strongly Disagree**

If not, please provide further explanation here:

**Question 4 – Do you agree with the proposed approach to funding the 2 year old free entitlement in 2017/18? If not, please can you explain why not.**

**Strongly Agree**       **On Balance Agree (some reservations)**       **Strongly Disagree**

If not, please provide further explanation here:

**Question 5 – Do you agree with the proposed approach to funding the 3 and 4 year old free entitlement in 2017/18? If not, please can you explain why not.**

	<b>Strongly Agree</b>	<b>On Balance Agree</b>	<b>Strongly Disagree</b>
Continue with 3 Setting Base Rates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Continue the current Deprivation Rate formula	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reduce Deprivation spending to 10% (from 13.2%)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cease the separate Looked After Children Factor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transfer the Nursery School Catering Supplement into the Nursery School Base Rate / Deprivation Rate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Continue the Nursery School Sustainability Factor, bringing the 30 hours into the calculation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Amend the Nursery School Sustainability Factor so that the full value of the DfE's Supplement is spent on Nursery Schools

Reduce provider base rates to balance the EYB in 2017/18 in line with the expected trajectory of the DfE's national funding formula

If not, please provide further explanation here:

**Question 6 – Are there any changes that you would like to see made to the Early Years Single Funding Formula in 2017/18 that have not been proposed?**

**Question 7 – Do you have any comments on the estimated rates of funding?**

**Question 8 – Do you have any other comments that you have not made elsewhere in your response?**

A large, empty rectangular box with a thin blue border, intended for the user to provide additional comments or responses.

# **INFORMATION AND CONSULTATION ON FUNDING HIGH NEEDS PROVISION**

## **2017/18 FINANCIAL YEAR**

### **1. Introduction and Summary**

1.1 The primary purpose of this information and consultation document is to collect views so that agreement can be reached on the structure of our High Needs Block funding approach (our Place-Plus system) for the 2017/18 financial year i.e. how Bradford Council calculates and allocates funding that is delegated to providers.

1.2 Information is also presented on the issue of cost pressures and a warning is given about possible reductions in Top Up funding rates (the Plus element). The main priority for the 2017/18 financial year is for us to identify sufficient funding to significantly increase the quantity of specialist places available and to meet additional areas of immediate pressure. The Schools Forum will be considering again the rates of funding applied through our Ranges Model. Providers will be aware that values of the Plus elements (the top up above the £10,000) in our Ranges Model were reduced in this current year by 0.42% as part of a blanket reduction across all 3 Blocks to achieve a balanced DSG. This 0.42% reduction was also applied to the non-delegated / centrally managed High Needs Block budgets. In addition, the budget for supporting the cost of specialist equipment in special schools was reduced by 50% (to £37,500).

1.3 Providers can use their responses to this consultation to set out their views on rates of funding for the 2017/18 financial year. Providers are also encouraged to keep track of the School Forum's discussions on DSG cost pressures as these progress over the autumn term. It is expected that the Schools Forum will make its final recommendations on rates of funding at its meeting on 11 January 2017.

1.4 The deadline for responses to this consultation is **Monday 28 November 2016**. Please address all questions and responses to Andrew Redding 01274 432678 [andrew.redding@bradford.gov.uk](mailto:andrew.redding@bradford.gov.uk). A response form is included at Appendix 2.

1.5 By way of a re-cap of where we are, significant changes to the way 'High Needs' provision is funded were required to be implemented by the Department for Education (DfE) for the 2013/14 financial year. These changes affected activities funded by the High Needs Block, which is a specific block within the Dedicated Schools Grant (the DSG) that amounts to about 10% of the overall DSG resources available to the Local Authority funding:

- Children with Statements in all mainstream settings
- Special Schools, Academies and Free Schools
- Resourced Units attached to mainstream schools, academies and Free Schools
- Pupil Referral Units (PRUs)
- Behaviour Centres
- Behaviour & Attendance Collaboratives (the BACS)
- Provision for students aged post 16 in Further Education (FE) settings
- Services for high needs children that are managed centrally by the Local Authority
- Education in Hospital provision
- Children placed in out of authority and non-maintained settings

1.6 This funding approach is based on the financial definition of a 'High Needs' student being one whose education (incorporating all additional support) costs more than £10,000 per annum. This threshold lays the foundation of the national 'Place Plus' framework and the basis of the definition of the financial responsibility that maintained schools, academies and other settings have for meeting the needs of children from their delegated budgets.

1.7 Bradford Local Authority's response to these changes has been as follows:

- Our consultation document, published in autumn term 2012, outlined the major changes brought about by the new system and explained the proposals for our approach to High Needs funding for the 2013/14 financial year. Our approach was agreed by the Schools Forum in January 2013. At the

centre of our approach is the application of a uniform banding model containing 7 'ranges' of need, with 7 bands of funding (referred to in this document as our 'Ranges Model').

- In March 2013, the Schools Forum agreed a series of reviews, 8 of which related to items from the High Needs Block. Our consultation document, published in autumn 2013, proposed mostly incremental changes and resolved some outstanding issues, including:
  - The funding of high needs provisions via our full Ranges Model / Place-Plus Framework, including ARCs, Early Years Children's Centre Plus, Primary Behaviour Centres and the PRUs
  - The continuation of the cash budget protection factor, which helps guard settings against unexpected monthly budget fluctuations.
  - Improvements in the processes for the identification and moderation of pupil-need, so that information about Ranges is more accessible and so that the system is more responsive to in year changes.
  - Additional setting-based factors for the PRUs (split sites, rates and churn factors).
  - An increase in the value of the SEN Funding Floor for students with statements / EH&CPs in mainstream schools.

The Schools Forum agreed our 2014/15 funding model in January 2014.

- In March 2014, the Schools Forum again agreed a number of reviews relating to the High Needs Block, which were completed to inform decisions for the 2015/16 financial year. The Schools Forum agreed our 2015/16 model in January 2015, which included only incremental changes on 2014/15, some of which were changes directed by the DfE:
  - Following the DfE's direction - the value of an alternative provision place was increased from £8,000 to £10,000, with a corresponding decrease of £2,000 per place made to each setting's Plus element, so that this change was impact neutral.
  - Following the DfE's direction - Post 16 places were changed to be funded on the basis of the location of the setting rather than who commissions the place, bringing this in line with pre-16.
  - Early Years Children's Centre Plus - the total planned DSG budget allocated to this provision was adjusted to remove the previous double funding within the £6,000 place-led element per FTE place.
  - Alternative Provision – a change to calculate the Plus element for all students without a statement on a formula of 50% Range 4D and 50% Range 5.
  - SEN Funding Floor Primary schools and academies – the value of the SEN Funding Floor for primary schools and academies was increased. The SEN Funding Floor is a protection mechanism that ensures that all schools / academies receive a minimum amount of SEN funding.
  - Cash Budget Protection Factor – the cash budget protection factor for special schools and DSPs was continued, but with the eligibility for this factor based on criteria, so that protection is not continued in settings that are more permanently reducing their pupil numbers.
  - Exceptional circumstances / financial difficulties – a more formal Exceptional Circumstances / Financial Difficulty mechanism within the High Needs Funding Model was adopted, in line with that of mainstream provision.
  - The Schools Forum agreed an initial step towards the funding of post 16 high needs students in Further Education (FE) settings on a formula-basis for the 2014/15 academic year.
  - The Authority's Control of Excess Surplus Balances mechanism was adjusted to provide a greater amount of flexibility for stand-alone maintained high needs providers in managing the possible negative impact of in year changes in pupil population.
- The Schools Forum agreed our 2016/17 financial year funding model in January 2016, which again included only incremental structural changes largely driven by affordability pressures within the High Needs Block, but also clarifying the arrangement for the funding of additional in year places and further developing the funding approach for high needs students in Further Education settings:
  - The Bradford-Specific Minimum Funding Guarantee factor for Special Schools and Academies and DSPs was removed.
  - It was agreed that the funding of in year additional places be allocated in real time during the year and for an end of year reconciliation to be actioned, which will mean that a setting's place funding will be reduced (negative adjustment) if the setting has been allocated too much additional places funding for its annual composite occupancy.
  - For the funding of post 16 high needs students in the Further Education sector, it was agreed with the relevant providers that, as, on average, colleges deliver around 60% of the hours

delivered by schools, colleges are funded for the vast majority of students at 60% of the Ranges Model value for the primary need of the student. The exceptions are students with the primary need of sensory impairment (Hearing / Visual), where funding will continue to be allocated on an actual cost basis. Due to the specific support needs of these students in Further Education, and the diverse nature of their curriculum choices, it is not possible to formularise this funding element. This approach brings the basis of funding of the Further Education and Maintained sectors closer together and provides greater transparency. It also allows for more accurate budget planning, both for colleges and for the Authority.

1.8 The DfE is currently consulting on the move to National Funding Formula (NFF) arrangements across the Dedicated Schools Grant. A NFF is likely to have significant consequences for all aspects of local education and school funding and this is currently clearly on the radar of the Schools Forum and its working groups. The Schools Forum has a specific SEN Reference Group, which is made up of representatives across the high needs sector in Bradford. We expect NFF changes to begin, for the Schools and High Needs Blocks, from April 2018. At point of writing this consultation paper the DfE's 2<sup>nd</sup> stage of consultation, which the DfE indicated would be available in autumn 2016, has not yet been published. The key proposals relating to the High Needs Block that have been put forward by the DfE so far are:

- The NFF proposals do not introduce a provider-level national formula for HNB funded providers. Local authorities will continue to have responsibility for the management / formula funding of High Needs Block (HNB) provisions. The distribution of HNB local authority level funding is to be formularised using proxy measures, with an expected extended timescale of transition to new funding levels. In the first 5 years at least, it is proposed that current spending will more dictate levels of HNB funding for each local authority than the new formula. There are some more technical proposals for HNB funding arrangements (which are still being worked through and much detail still to be announced). The DfE understands that local authorities may need to re-shape their HNB provisions (including developing more places) and proposes to make monies available during the transition period, including capital monies, to enable authorities to do this.
- The DfE expects much closer collaboration between local authorities in funding arrangements and in commissioning provision. The DfE also expects that local authorities will consider the organisation of their alternative provisions and how these are funded.
- The DfE sees the importance of local authorities (and high needs providers) finding significant efficiencies in their HNB provisions, including collaborative arrangements, but also using reserves within the DSG to support initial pressures and transition and accessing the capital support, which will be made available to reshape and increase places.
- The Schools Block is to be ring-fenced, so that this must be spent on primary and secondary formulae funding and cannot be diverted to support pressures in other Blocks i.e. the High Needs Block.
- The DfE is considering options for the review of alternative provision, to "make AP more rigorous" and will publish plans on this. This may affect how the different kinds of AP are funded.
- No formula solution has been put forward yet for the funding of Education in Hospital provision (still based on current levels of spending).
- Continuation of the Place-Plus system; "not much change is planned" in this apart from some technical adjustments. Therefore, we assume the continuation of the basics; place funding set on an annual basis via a formal process, top up monthly re-calculation etc. A minor technical simplification of the place funding of resourced provisions attached to mainstream settings is proposed (how the first £4,000 element is calculated). It is also proposed to give independent schools the opportunity to move onto the Place-Plus framework and to adopt more common arrangements between pre and post 16 mechanisms.
- Local authorities will continue to be able to spend HNB resource outside the Place-Plus framework (e.g. devolving monies for specialist services) and to support inclusion.

1.9 We now do not expect the 2<sup>nd</sup> stage consultation on NFF to affect directly the position for the 2017/18 financial year. The DfE has announced that 2017/18 is a 'stand-still' year and no major technical changes are being made to the funding framework in so far as these affects delegated high needs funding at provider level. No change means that we continue to have complete flexibility locally in how we define and fund levels of need. The Minimum Funding Guarantee in 2017/18, for special school funding, is set again at minus 1.5%.

1.10 In the face of future uncertainty, the Forum, previously, has sought to provide stability by generally maintaining the status quo in formula funding arrangements, based on our assessment that the structures of our formulae continue to be fit for purpose. These structures however, must work within the overall DSG funding envelope and must respond to changes in Regulations where directed.

1.11 We propose therefore, as set out in this consultation document, to make only targeted adjustments to Bradford's Place-Plus system for the 2017/18 financial year, with the purposes of:

- Supporting value for money within our High Needs Block by setting a correct balance between providing stability through budget protections for individual settings whilst avoiding 'locking in' an incorrect distribution of funding for an extended period of time.
- Ensuring that our Place-Plus system responds to appropriately fund the changing nature of provision, including that offered by our resourced units attached to mainstream schools and academies.

1.12 Providers will be aware that the Government has set out its plans for significant reform of Alternative Provision. This reform is likely to affect commissioning responsibilities and, from this, financial responsibilities and the processes by which allocations for placements are calculated and how money flows between schools, providers and the Local Authority. For example, where the host school takes more responsibility for commissioning places in alternative provision, including for permanently excluded pupils, it will be the host school's delegated budget that will meet the cost of the Plus element and the host school will have the direct financial relationship with the provider. Therefore, the funding to enable this commissioning should rest in schools (in the Schools Block) rather than in the High Needs Block / with the Local Authority. This may mean that a District-wide 'Funding Ranges' model, controlled by the Local Authority, becomes less prominent for the calculation of the cost of placements. There may also develop a much clearer delineation of funding responsibilities, with the High Needs Block solely funding provision for young people with SEND Statements or EHCPs. These policy reforms are likely to take shape at the same time as the National Funding Formula is implemented. The financial framework for Alternative Provision, and the relative responsibilities of school delegated budgets and the High Needs Block will be affected by both these changes.

## 2. High Needs Block Rates Comparisons, Cost Pressures (and Sustainability)

2.1 The values of formula factors quoted in this document e.g. the values of 'Plus' funding by Range shown in Appendix 1, are indicative only for 2017/18. In particular, these values will be subject to the School Forum's management of costs pressures within the DSG.

2.2 The Authority's benchmarking of Top up (Plus element) rates against other authorities shows that our 2016/17 rates can be said, at the very least, to be comparable for both SEN and Alternative Provisions. Accepting the limitations of the data taken from Section 251 Planned Budget returns, and that this makes no reference to differences in levels of need between authorities or in how provision is delivered or the nature of PRU provision, this data indicates that our top up rates per place (this is the total of funding allocated in addition to the nationally set place-element) compare as follows:

	<b>Bradford</b>	<b>National Median</b>	<b>Statistical Neighbour Median</b>
SEN Places	£10,531	£10,485	£10,564
Alternative Provision Places – All our PRUs *	£9,970	£7,713	£6,021
Alternative Provisions Places – our turn-around PRUs only	x3 settings: £7,316, £8,029 and £9,704	£7,713	£6,021

\* we have PRUs that act more like special schools, so we would expect their funding rates to be higher, assuming that the PRUs in other authorities are only for turn-around provision. This is not as robust a comparison as that for special schools.

2.3 The High Needs Block continues to be under significant financial pressure; overspending in 2016/17 in total by £5.6m (10%) against the notional DSG budget allocated by the DfE. This is largely the result of demographic stresses, which will continue for a number of years. This overspending is met currently through contributions from the Schools and Early Years Blocks within the DSG.

2.4 The Schools Forum received a presentation on 18 May 2016, which explained that a further 360 specialist places are needed by September 2018 (at roughly 120 per year in each of the next 3 years) simply to meet forecasted demographic growth. The annual cost of 120 places (at an average of £21,000 per place) is roughly £2.52m. At its meeting on 21 September, the Forum agreed to the funding of the first 120 places from January 2017. The Schools Forum has also been made aware of a significant growth in cost of out of authority, independent and non maintained school placements and in other aspects of high needs provision, including medical-need home tuition. Planning on this basis, indicatively, increases the cost of high needs provision by £5.43m in 2017/18 i.e. the overspending in 2017/18 increases from £5.6m to £11.03m.

2.5 Currently, these pressures will only be met by taking sizeable contributions from the Schools and Early Years Blocks, effectively by reducing the rates of formulae funding for primary and secondary schools and academies and early years providers. What a 1.5% reduction on formula funding looks like indicatively for primary and secondary schools and academies in 2017/18 is shown in the separately published Schools Block consultation paper. What a 1.5% reduction in the values allocated by our Ranges Model looks like indicatively is shown in the table in paragraph 4.8.

2.6 The Local Authority, with the SEN Reference Group and the Schools Forum, is reviewing this position, from the perspectives of both financial pressures and the sufficiency of places. The longer-term pressure must be viewed in the context of the impact of the National Funding Formula in the future. Our view of this will be shaped as further details of the National Funding Formula are announced.

2.7 As outlined in paragraph 5, the Authority's indicative 2017/18 DSG planned budget currently assumes / estimates the need for the following places:

- For individual settings, the greater of either actual occupancy at October 2016 or the 2016/17 planned places total, with some adjustments to individual settings for known specific changes and planned increases.
- Further provision, not yet allocated to individual settings, of 120 places for the full financial year (continuing those introduced at January 2017) plus a further 120 places at September 2017 (with 7/12ths of the cost in 2017/18). These places will be available to allocate across different provisions, including out of authority settings and placements in independent and non maintained schools.

2.8 The Authority will continue to firm up places forecasts over the autumn term and will talk to providers, prior to agreeing the DSG's provision with the Schools Forum for 2017/18 on 11 January 2017. There is some work that still needs to be done here, including confirming the forecasted need for places in the Further Education Sector. Further discussions are also taken place about the sufficiency of places for SEMH.

### **3. Reminder of the Key Characteristics of the 'Place-Plus' Framework**

3.1 Under 'Place-Plus', delegated budgets in 2017/18 will be constructed in 2 parts:

The Place Element - the value of the 'Place' element is set at

- £10,000 per place for specialist SEN settings (pre and post 16) and for specialist Alternative Provision settings (including Pupil Referral Units)
- £10,000 per pre 16 place and £11,165 per post 16 place for resourced provisions attached to mainstream settings

These values are set nationally by the DfE. The number of places per setting will be set with the Local Authority before the start of the 2017/18 financial year.

The £10,000 / £11,165 values are made up of:

- Element 1: a basic £4,000 (for £10,000 places), £5,165 (for £11,165 places), which is the funding that all pupils attract within formula funding,

- Element 2: an additional £6,000 for additional needs, which in the mainstream primary and secondary funding formula is allocated within already delegated budgets, calculated on measures of additional need such as Free School Meals, IDACI and low attainment.

The Plus Element – Element 3 - the Top Up, above the value of the Place element, which is allocated on an individual pupil basis. This will be calculated on an assessment of the additional needs of individual pupils (we use our 7 Ranges Model – see Appendix 1) and allocations will be re-calculated, on a monthly basis, to take account of the movement of children. The Plus element is the only vehicle through which differences in costs associated with settings (rather than pupils) can also be recognised e.g. split sites, smaller settings. It is for local authorities, in consultation with their providers, to set the values of their Plus elements. Plus elements will be paid to settings by the commissioning authority, which in most instances is the Local Authority.

3.2 Other key characteristics of 'Place-Plus' are:

- For academies and other non-maintained providers, including Further Education settings, the Place element will be allocated directly by the Education Funding Agency, rather than by the Local Authority.
- Specific stand-alone maintained high needs providers i.e. Special schools and PRUs, are not able to access de-delegated or centrally managed funds within the DSG in the way that they did prior to 1 April 2013. This means that, in areas such as maternity cover for employees and trade union facilities time, settings must either purchase services, where possible, from the Local Authority, or make their own arrangements, with the cost falling to their delegated budgets.
- A basic Minimum Funding Guarantee is still required in 2017/18 for special schools, to protect an individual school's Plus allocation against reductions of more than 1.5% per pupil. This MFG is not a requirement in other phases e.g. alternative provision or resourced units.
- Local authorities are permitted to continue to separately fund additional outreach and support services that may be managed centrally or may be devolved to providers under service level agreements. It has been specifically recognised by the DfE that this sort of separate approach may be required to provide effective support services for children aged 0-19 with low incidence sensory impaired requiring high levels of specialist support in mainstream settings.
- Place-Plus contains sufficient flexibility for local authorities to continue current strategies and to ensure that individual settings do not face unmanageable budget pressures.

#### **4. Reminder of our funding approach in this current financial year**

4.1 A helpful way to outline the basics of our approach is to explain the funding model for Special schools in this current financial year, as this has laid the foundations of the funding of all high needs provision.

##### Identification and Moderation of Pupil Need

4.2 As the majority of placements are commissioned by the Local Authority, the process for placing children into the 7 Ranges framework is led by the Local Authority, using the primary need data that is held by the Authority and the descriptors of need that have been agreed by school colleagues and applied for the funding of Special schools for a number of years.

4.3 The Local Authority reviews existing pupil populations and discusses the outcomes of this with each setting. Assessment places are funded at Range 4D.

4.4 The processes for managing in year changes, and for the placement of pupils newly statemented, are also led by the Local Authority. The Authority tracks the movement of children between settings and re-calculates funding on a monthly basis. SEN Services provides to each setting a list of pupils on roll and their funding range by the 5<sup>th</sup> day of each month. Any discrepancies in that month's data are resolved at this point, before the 10<sup>th</sup> of the month deadline. Newly statemented children are placed into one of the 7 Ranges by the Authority using primary need data. Children initially placed at Range 4D are re-categorised following assessment and settings are notified of this. Settings are also notified of the proposed funding range of a



child at the point of consultation on placement. Schools are able to refer to the monthly funding statements to check changes and the funding position of newly admitted pupils

4.5 Adjustments to reflect changes in the needs of individual children, where an issue has been raised by a setting, are referred to the SEN Strategy Manager / Assessment Manager. If agreement is not reached, the SEN Panel is asked to make a final decision. Where changes are agreed with the Authority, funding is updated from the next applicable month.

#### Funding Pupil-Based Need – the 7 Ranges Model

4.6 The agreed 7 Ranges Model, shown at Appendix 1, is used to assign pupils into categories of need for funding purposes. Each range has an applicable level of funding, and every pupil assigned to a range is allocated the set value of funding, regardless of setting. This model has been applied in the same way to both pre and post 16 students.

4.7 The Local Authority's intention has been to establish a single uniform framework for calculating 'Plus' funding. The Authority's expectation is that this framework will categorise the vast majority of pupils and will thus ensure consistency in the approach to the funding of high needs in mainstream and specialist settings. It is accepted that there will be a small number of children or young people that will sit outside the Ranges framework; most of whom will be placed in specialist independent provisions.

4.8 The values of funding per pupil set for each range in 2016/17 are set out below, along with an indication of what a 1.5% reduction in these rates would look like.

Range	Plus Funding (annual value) 2016/17	Indicative Value of a 1.5% Reduction
Range 1	£0	n/a
Range 2	£0	n/a
Range 3	£0	n/a
Range 4A	£981	- £15
Range 4B	£3,092	- £46
Range 4C	£4,738	- £71
Range 4D	£7,380	- £111
Range 5	£10,761	- £161
Range 6	£14,337	- £215
Range 7	£23,558	- £353

4.9 For example then, for a child assessed at Range 7 in a Special school or academy receives £10,000 Place funding and an additional £23,558 Plus funding; a total of £33,558 for a full year. Where a child is placed at a setting during the year, the setting receives the Plus value for the proportion of the year the pupil is on roll.

#### Funding Setting-Based Need

4.10 The following setting based needs factors are included in the calculation of Plus funding in 2016/17. These are allocated in addition to the values of pupil-based need funding shown in the table above.

- New Delegation Costs – an additional amount per pupil to reflect that stand alone specialist settings under Place Plus cannot access de-delegated and centrally managed services and this may create additional budget pressure - set at a flat £364 per pupil. So a setting with 100 pupils receives 100 x £364 = £36,400 additional funding.
- Small Setting Protection – an additional sum, for stand-alone settings with fewer than 75 places, to ensure a minimum level of funding for fixed costs. The formula in 2016/17 is:
  - A (75 x £10,000 x 20%)
  - B (setting's place funding x 20%)
  - = top up to the value of A where B is less than A

- Split Sites – an additional agreed sum to replicate 2014/15 values for schools that continue to operate across split sites (£162,850 for a full year allocation).
- Post 16 Places – an additional sum per Post 16 place, to continue the additional £1,165 per Post 16 place following the directed reduction from £11,165 to £10,000 place value within the national funding model from August 2014. This ensures that special schools with post 16 places do not lose out from the technical simplification. This is a factor specific only to special schools.
- 2015/16 Budget Protection – an additional total cash budget protection, for eligible settings only, which ensures that at no point during 2016/17 will the total 'Place Plus' calculated budget for an individual setting be more than 1.5% lower than the 2015/16 total level of funding (taking account of the income received for placements by other local authorities).

#### In Year Re-Calculation

4.11 The value of Plus funding is re-determined on a monthly basis for the movement of children. This re-calculation is based on the position recorded at the 10<sup>th</sup> of each month. Where a child is admitted after the 10<sup>th</sup>, funding begins from the next month.

4.12 For any errors in the data for a single month, or where the position has been estimated due to the most up to date data not being available (at September, picking up all changes for the new academic year), retrospective adjustments are made in the subsequent month's calculation.

4.13 Funding for August repeats the position recorded for July.

4.14 A ready reckoner is available, which helps settings predict the impact on funding of movements in pupil numbers / ranges on a monthly basis.

4.15 The funding of additional place-element, where a setting's number on roll exceeds the number of places set before the start of the financial year, is allocated in real time during the year. An end of year reconciliation is actioned, which means that a setting's place funding will be reduced (a negative adjustment) if the setting has been allocated too much additional places funding for its annual composite occupancy.

#### The Application of this Approach for the funding of other High Needs Providers

4.16 The approach outlined in paragraphs 4.2 to 4.15 is used to calculate allocations for SEN Resourced Provisions attached to mainstream primary and secondary settings, with the following differences:

- Designated Specialist Provision (DSPs):
  - Of the setting based need factors listed in paragraph 4.10, only 2015/16 budget protection factors are applied. The other factors are not applied, because DSPs are not stand alone units and because Post 16 places continue to be funded at the original value of £11,165 within the national model.
- Additional Resourced Centres (ARCs – support for hearing and visually impaired pupils):
  - The funding model is applied to ARCs in the same way as for the DSPs above, with four differences. Firstly, all children placed in the ARCs are funded at Range 5. Secondly, as ARC provision is managed by the Local Authority, the monthly calculated 'Plus' element is retained by the Authority, plus the settings pay back to the Authority £6,000 of the £10,000 for each funded place on a full year basis. Thirdly, the New Delegated Costs factor is applied, as the Authority cannot access the de-delegated arrangements that resources provisions attached to maintained schools can. Fourthly, the 2015/16 Budget Protection Factor is not applied, to enable the repayment of place-led funding.

4.17 The approach outlined in paragraphs 4.2 to 4.15 is used to calculate allocations for placements in Pupil Referral Units, with the following differences:

- The value of the Place element has now been set, by the DfE, at £10,000, but previously was set at £8,000. As a consequence, the Small Setting Protection factor is calculated on the £8,000 per place value and an additional setting factor is included, which removes the £2,000 additional funding per

place, so that the impact of the DfE's directed change to £10,000 is neutral. However, this adjustment is not applied to Primary PRU, to recognise that, although a PRU in name, this setting acts as a special school and has a similar cost structure.

- The Place element for the District PRU has been added to the Plus element and allocated flexibly on a monthly basis following the actual placement of pupils.
- For Central PRU, recognising the short term intensive nature of placements, rather than following the moderation processes, which are more suited to determining needs over the longer term, we have used a 'formulaic' basis to placing pupils into the Ranges model; placing 50% of pupils on roll in Range 4D and 50% in Range 5 on a monthly basis.
- This method is extended to calculate the Plus element for all non-statemented students in other PRUs settings. These students are funded on a formula of 50% Range 4D and 50% Range 5.
- Of the setting based need factors listed in paragraph 4.10, only the New Delegation Costs and Small Setting Protection are employed. A separate (different) split site factor has been used. Please see below.
- The following additional setting based need factors are included in the funding model for the PRUs:
  - A split sites factor, which recognises where provision is delivered across sites that are geographically separated. For qualifying settings, we have doubled the value of the small setting protection, to recognise the duplication in running costs of a separate site (s).
  - A 'Churn' factor, for settings that delivery short term provision, to recognise additional pressures that relate to the continuous movement of children. For qualifying settings, we calculate funding on a monthly basis as follows: the mobility variable (taken from the secondary mainstream formula) x5 (this is a standard weighting for high needs provision) x number of pupils on roll.
  - A 'Rates' factor, for all settings. As special schools do not pay rates, our basic funding model does not include any provision for the cost of rates. However, PRUs are liable for rates charges.

4.18 The approach outlined in paragraphs 4.2 to 4.15 has been used to calculate allocations for placements in the Primary Behaviour Centres, with the following differences:

- The value of the Place element has now been set, by the DfE, at £10,000, but previously was set at £8,000. As a consequence, an additional setting factor is included, which removes the £2,000 additional funding per place, so that the impact of the DfE's directed change to £10,000 is neutral. This adjustment is not applied to the 5 SEN places at the Phoenix Centre.
- For SEN placements (at Phoenix Centre), pupil need is identified and moderated as outlined in paragraph 4.2. For all other behaviour placements, recognising the short term intensive nature of provision for children that do not necessarily have Statements, the same formulaic approach as used for the Central PRU is employed; 50% of pupils funded at Range 4D and 50% of pupils funded at Range 5 on a monthly basis.
- Like other resourced provisions, the Behaviour Centres are not stand alone units. As such, it is not applicable to apply all the setting-need based factors that are included within the special school and the PRU funding models. The only setting need based factors that have been included within the calculation of Plus funding for the Centres in 2016/17 are the Churn factor (as per Central PRU above and calculated on the same basis), and the 2015/16 Budget Protection factor.

4.19 An interim funding model is being used in 2016/17 for the funding of Early Years Children's Centre Plus provision, as a review of this provision takes shape. This interim model applies the established principles of Place-Plus, setting the number of places on expected occupancy, funding all places at Range 4D, and

including an additional allocation in response to estimated setting-based costs. The model will continue to be developed as the review of this provision takes shape.

4.20 For the funding of post 16 high needs students in the Further Education sector, it has been agreed with the relevant providers that, as, on average, colleges deliver around 60% of the hours delivered by schools, colleges are funded for the vast majority of students at 60% of the Ranges Model value for the primary need of the student. The exceptions are students with the primary need of sensory impairment (Hearing / Visual), where funding will continue to be allocated on an actual cost basis. Due to the specific support needs of these students in Further Education, and the diverse nature of their curriculum choices, it is not possible to formularise this funding element.

4.21 The funding for Education in Hospital in 2016/17 is allocated to local authorities outside of the DSG, based on a national formula, with the requirement that local authorities continue the same amount per place funding as in 2015/16 (which for Bradford is £18,000 per place). As such, the Place-Plus framework is not fully applicable. This is a pragmatic, short term funding approach, in place until a longer term solution can be developed (by the DfE).

4.22 The new Place-Plus framework for the funding of children with SEN in mainstream Primary and Secondary schools / academies mainstream has been applied in 2016/17 as follows. This approach has not been significantly different from our approach prior to 1 April 2013.

- The vast majority of funding, which supports the costs of children at School Action, School Action Plus and with Statements, is allocated to schools / academies through the SEN funding formulae – calculated on low prior attainment, FSM and IDACI. This funding is allocated to schools / academies within their overall funding allocations at the start of the financial year. This is a separately identified amount on budget statements. The expectation then is that schools / academies will meet the vast majority of the costs of support for children with additional needs from these resources.
- For children with Statements, a threshold has been established, at a value of £6,000. For all children with Statements, the first £6,000 is allocated within the SEN formulae and the school / academy meets this proportion from their identified funding allocation.
- For Statements with a value greater than £6,000, the balance between the full cost of the Statement (calculated using the established 7 Ranges Model) and the £6,000 threshold is allocated by the Local Authority as a separate individual amount, re-calculated on a monthly basis for the movement of pupils.
- A separate SEN Floor ensures that all mainstream settings receive a minimum amount of SEN formula funding, compared against the value of Statements of children at the school / academy. In effect, the Floor provides a top up for schools / academies with higher numbers of individual Statements at a value of greater than £6,000 that have lower levels of FSM and IDACI. The SEN Floor is re-calculated on a monthly basis as the position of Plus funding changes for the movement of children.
- On top of SEN formula funding, the Local Authority publishes a 'notional SEN' figure for each school, which identifies the proportion of delegated resources that should be made available to contribute to supporting children with SEN.

4.23 Within the 2016/17 DSG, a number of centrally managed services and strategies have been continued at existing levels. These have not operated according to the Place-Plus framework described above. As stated in paragraph 3.2, local authorities are permitted to continue to fund separately additional outreach and support services that may be managed centrally or may be devolved to other providers under service level agreements. In Bradford in 2016/17, these include: the Junction Project, SEN Teaching Support Services (formerly known as 'Learning Support Services or LSS'), the Youth Offending Team and support for Traveller Children. The DSG has also continued to meet the cost of out of authority of non-maintained placements for high needs children.

4.24 The DSG continues to fund mainstream and special school settings for the cost of non-transferrable education-focused specialist equipment for individual children. In 2015/16 this arrangement was extended to Early Years provision and the total DSG budget is now £137,500.

## 5. Places Setting for 2017/18

5.1 As summarised in paragraph 2.7, the 2017/18 planned (estimated) DSG allocation currently has provision for:

- For individual settings, the greater of either actual occupancy at October 2016 or the 2016/17 planned places total, with some adjustments to individual settings for known specific changes and planned increases.
- Further provision, not yet allocated to individual settings, of 120 places for the full financial year (continuing those introduced at January 2017) plus a further 120 places at September 2017 (with 7/12ths of the cost in 2017/18). These places will be available to allocate across different provisions, including out of authority settings and placements in independent and non maintained schools.

5.2 The Authority will continue to firm up places forecasts over the autumn term and will talk to providers, prior to agreeing the DSG's provision for high needs places with the Schools Forum for 2017/18 on 11 January 2017. There is some work that still needs to be done here for specific settings, including in confirming the forecasted need for places in the Further Education Sector as further data on numbers becomes available. Further discussions are also taken place about the sufficiency of places for SEMH.

5.3 The Authority will comply with the Education Funding Agency's notification of place changes process for 2017/18 for high needs places in academies and Further Education Institutions. The deadline for the EFA's process is 25 November 2016. The Local Authority continues to have flexibility to adjust places numbers for individual settings in 2017/18 and this will include adjustments to both pre and post 16 places in academies and maintained schools (in 2016/17 only pre 16 numbers could be adjusted in these settings).

5.4 The table below lists the currently planned / estimated 2017/18 places by existing Bradford-located individual high needs setting. These numbers include all places (early years, pre and post 16), including placements from other local authorities. Please note that these numbers are shown prior to the further work that is taking place to firm up numbers e.g. in FE settings and for SEMH.

Setting	Type (AP or SEND)*	October 2016 Occupancy (FTE)	16/17 Initial Planned Budget AY Funded Places (FTE)	17/18 FY April – Aug Updated Planned Places (FTE)	17/18 AY Sept - Mar Initial Planned Places (FTE)
Primary PRU	AP	43	42	50	50
Central PRU	AP	49	50	50	50
Ellar Carr PRU	AP	49	45	54	54
District PRU	AP	107	160	160	160
Acorn Centre	AP	5	10	10	10
Horizons Centre	AP	3	10	10	10
Long View Centre	AP	5	10	10	10
Phoenix Centre	AP & SEND	13	20	20	20
Early Years Children's Centre Plus **	SEND	38	68	68	68
ARC - Girlington Primary School	SEND	12	17	17	17
ARC - Swain House Primary School	SEND	14	20	20	20
ARC - Grove House Primary School	SEND	9	12	12	12
ARC – Hanson School	SEND	40	55	55	55
Special – Beechcliffe School	SEND	114	103	120	120
Special – Chellow Heights School	SEND	191	180	195	195
Special – Delius School	SEND	117.4	110	118	118
Special – Hazelbeck Academy	SEND	131	125	133	133
Special – High Park School	SEND	99	95	100	100
Special – Phoenix School	SEND	73.8	78	80	80
Special – Southfield Academy	SEND	243	222	245	245
Special – Oastler School	SEND	86	90	90	90

DSP – Carrwood Primary School	SEND	3	4	0	0
DSP – Denholme Primary School	SEND	6	8	8	8
DSP – Green Lane Primary School	SEND	11	10	13	13
DSP – High Craggs Primary Academy	SEND	3	6	6	6
DSP – Crossflatts Primary School	SEND	11	12	12	12
DSP – Beckfoot Academy	SEND	7	10	10	10
DSP – Oasis Academy (Lister Park)	SEND	4	4	4	4
DSP – Southfield Grange Campus	SEND	23	22	23	23
DSP – Parkside School	SEND	13	12	13	13
DSP – The Holy Family Catholic School	SEND	12	12	13	13
DSP – Beckfoot Thornton Academy	SEND	15	14	15	15
DSP – Titus Salt School	SEND	16	15	16	16
DSP – Bradford Academy	SEND	21	22	22	22
DSP – Haworth Primary Academy	SEND	5	6	6	6
DSP – Bradford Forster Academy	SEND	4	6	6	6
DSP – High Park Learn and Play	SEND	16	16	16	16
Education in Hospital – Airedale	SEND	7	22	22	22
Education in Hospital – BRI	SEND	25	11	11	11
Tracks	SEND	8	16	16	16
Post 16 in mainstream Bradford settings (schools and academies)	SEND	38	38	38	38
Further Education – Bradford College** *	SEND	109	105	105	109
Further Education – Shipley College***	SEND	51	93	93	93
Further Education – Aspire-Igen***	SEND	5	14	14	14
Additional Unallocated Places	SEND	n/a	20	120	240
<b>Total Initial Planned Places</b>		<b>1,855.20</b>	<b>2,020</b>	<b>2,219</b>	<b>2,343</b>

\* There is cross over between AP and SEND in some provisions in Bradford. This distinction is based on the main designation of the setting.

\*\* Early Years SEND / Children’s Centre Plus provision is currently under review. The places numbers by setting are as 2015/16, to provide for an equivalent DSG planned budget for Early Years SEN in 2017/18, understanding that the actual distribution of these places, between settings and between delegated and centrally managed services, is still to be determined.

\*\*\* Please note that Post 16 places in Further Education Colleges are set on an annual lagged basis.

5.5 Further provision has indicatively been made, not yet allocated to individual settings, for a further 120 places for the full 2017/18 financial year and a further 120 more places at September 2017. These places would be available to allocate across different provisions and also for out of authority settings and placements in independent and non maintained schools.

5.6 Noting that further work is taking place on planned place numbers at this stage, the Authority estimates that a minimum of 2,343 places will be funded through the High Needs Block in the 2017/18 academic year in Bradford-located settings; 1,979 places in SEND provisions and 364 places in Alternative Provision settings, including 120 + (240 x 7/12) additional currently unallocated places across provisions.

5.7 This represents a total minimum increase of 323 places on the 2016/17 academic year planned budget position.

5.8 Regarding the identification of places and students in the Further Education Sector, where necessary, LDAs are being converted into EHCPs and the process should be complete by the DfE’s December 2016 deadline. From September 2016, young people aged 19 to 25 are only eligible for high needs funding (place funding and top up funding) where the young person has an EHCP in place. Once converted, EHCPs in the FE sector will be reviewed on an annual basis in line with the SEND Code of Practice. Pupils with an EHCP that transition into the FE sector will continue to have their plans reviewed on an annual basis. The FE sector

is now included in the Council's SEND assessment and referral procedures. Any new referrals for an EHCP assessment for young people aged 16+ are made through the Council's established 'front door' procedures that include an initial review by education, social care and health professionals. Where these result in the issue of an EHCP, an FE provider can be named in the plan and the plan is then maintained as per the guidance set out in the SEND Code of Practice.

5.9 DSP providers will be aware that an adjustment is made each year to their October Census numbers that are used to calculate their primary or secondary mainstream formula allocations. This adjustment removes the number of funded places from the October Census number, so that these pupils are not double funded for the £10,000 element e.g. a school that has 500 pupils and is funded for 20 DSP places receives mainstream formula funding for 480 pupils and 20 lots of £10,000 from the High Needs Block. This adjustment has not been previously applied to the funding of the primary behaviour centres. However, this will be applied for the October 2016 census, which will be used to calculate 2017/18 financial year mainstream allocations for the host primary schools.

5.10 It has been agreed that an end of academic year reconciliation be carried out of the number of placements (annual composite) made by each of the 3 Behaviour and Attendance Collaboratives (BACs) against their planned available number. Where a BAC has exceeded its allocation, it is agreed that the BAC will repay the difference to the High Needs Block using an average place-value cost. This reconciliation and repayment will continue and will be applied for the reconciliation of 2016/17 academic year placements at September 2017.

5.11 A Joint SEND and Behaviour Partnership is now taking forward discussions on the future shape our SEND and AP provisions, including sufficiency of places. These discussions and review will develop in the context of the Government's AP reform and the introduction of the National Funding Formula.

**Question 1: Do you have any comments on the places (or the distribution of places) that are planned to be funded from the High Needs Block in 2017/18?**

**6. Proposed Place-Plus Funding Model for the 2017/18 Financial Year**

6.1 It is the Authority's view that Bradford's current Place-Plus funding system is still robust and fit for purpose. As a result, we propose to make only targeted adjustments for the 2017/18 financial year, with the purposes of:

- Supporting value for money within our High Needs Block by setting a correct balance between providing stability through budget protections for individual settings whilst avoiding 'locking in' an incorrect distribution of funding for an extended period of time.
- Ensuring that our Place-Plus system responds to appropriately fund the changing nature of provision, including that offered by our resourced units attached to mainstream schools and academies.

6.2 As stated earlier in this document, regarding the identification of places and students in the Further Education Sector, where necessary, LDAs are being converted into EHCPs and the process should be complete by the DfE's December 2016 deadline. From September 2016, young people aged 19 to 25 are only eligible for high needs funding (place funding and top up funding) where the young person has an EHCP in place. Once converted, EHCPs in the FE sector will be reviewed on an annual basis in line with the SEND Code of Practice. Pupils with an EHCP that transition into the FE sector will continue to have their plans reviewed on an annual basis. The FE sector is now included in the Council's SEND assessment and referral procedures. Any new referrals for an EHCP assessment for young people aged 16+ are made through the Council's established 'front door' procedures that include an initial review by education, social care and health professionals. Where these result in the issue of an EHCP, an FE provider can be named in the plan and the plan is then maintained as per the guidance set out in the SEND Code of Practice.

6.3 An interim funding model is being used for the funding of Early Years Children's Centre Plus provision, as a review of this provision takes shape. This interim model applies the established principles of Place-Plus, setting the number of places on expected occupancy, funding all places at Range 4D, and including an

additional allocation in response to estimated setting-based costs. The model will continue to be developed as the review of this provision takes shape.

6.4 We propose to continue to use the existing Ranges Model to categorise children for funding purposes. This Ranges Model is shown in Appendix 1.

6.5 Unless specifically discussed below, in paragraphs 6.6 to 6.7, we propose to apply our Place-Plus model in the same way in 2017/18 as we did in this current financial year as is set out in paragraph 4. For clarity this includes continuing to:

- Fund the Further Education Sector as set out in paragraph 4.20.
- Use the formulaic approach for the funding of non-statemented placements in specialist settings as set out in paragraphs 4.17 and 4.18.
- Calculate the SEN Funding Floor for mainstream settings at the same cash values as 2016/17 as set out in paragraph 4.22.
- Fund all assessment places at Range 4D, with the value of funding paid (where necessary) changing from the point the Assessment Panel has made its determination, as set out in paragraphs 4.3 and 4.4.
- Fund places at PRUs and Primary Behaviour Centres at £8,000, unless specifically agreed to fund at £10,000 (due to the nature of their provision), as set out in paragraphs 3.1 and 4.17.
- Fund additional place-element in real time during the year with an end of year reconciliation, which could mean a negative adjustment if the setting has been allocated too much additional places funding for its annual composite occupancy, as set out in paragraph 4.15.
- Fund Education in Hospital places at the same amount per place as set out in paragraph 4.21.

6.6 We propose to adjust the cash budget protection factor applied to special schools, DSPs and the primary behaviour centres, so that this factor limits a setting's reduction in Place-Plus funding to 3.0% of last year's allocation. Currently, this factor limits the reduction to a maximum of 1.5% of last year's allocation. In adjusting this, we are looking to establish a balance for the future between providing stability for individual settings whilst avoiding 'locking in' an incorrect distribution of funding for an extended period of time, based on the principle that funding should follow the pupil. Bradford's formula for special schools, prior to the adoption of place-plus, included a 3% budget protection factor. This was also the level of cash budget protection applied for mainstream primary and secondary allocations. We increased the level of protection to 1.5% during the place-plus introduction phase, recognising the possible instability that 'untested' funding change may produce. As place-plus is now established, we propose to bring the value of budget protection back to 3.0% for all applicable settings. Indicatively, this would have adjusted the protection factor this year as follows (based on the September 2016 current year spend position):

	<b>Numbers @ 1.5%</b>	<b>Cost at 1.5%</b>	<b>Numbers @ 3.0%</b>	<b>Cost at 3.0%</b>
Special Schools	3 out of 8	£232,600	2 out of 8	£140,100
DSPs	10 out of 16	£260,900	9 out of 16	£229,500
Primary Centres	3 out of 4	£48,500	3 out of 4	£41,700
<b>Total</b>	<b>16 out of 28</b>	<b>£542,000</b>	<b>14 out of 28</b>	<b>£411,300</b>

This proposed reduction in protection should be assessed alongside the proposal in paragraph 6.8 below to introduce a small setting protection factor for DSPs and primary behaviour centres. The need for protection should also be seen in the light of the growth in places (most settings in the future will see an increase in cash budget rather than a decrease; budget decreases are likely to be the result of a change in distribution of provision where funding does need to follow the child).

6.7 We propose to establish at April 2017 a small setting funding factor for resourced provisions attached to mainstream settings, which would be applied for the funding of DSPs \* and the primary behaviour centres, as the role of resourced provisions within Bradford's SEND and AP offer, along with funding implications, will



continue to be reviewed and discussed with providers. We propose this as a temporary measure, with future proposals to be considered as part of the wider review of the District's provision and funding model (in the context of National Funding Formula).

A small setting funding factor is proposed especially in response to feedback from providers about the changing nature of their provisions, growth in their costs and the extent of subsidy from the mainstream school's budget. The small setting funding factor will provide an additional sliding-scale 'lump sum' in support of minimum costs. Its purpose is to help provide additional financial support for the delivery and management of provision (with a view that resourced units are increasingly mini-special schools). Its purpose is not to increase the value of funding based on pupil-led need; this would be done within the framework of our existing Ranges Model and following further discussion e.g. by assessing that children placed in resourced provisions have levels of need that correspond with higher bands of funding in our Ranges Model .

It is proposed to apply the same methodology as the small setting funding factor for special schools, but using a cut of off 24 places, rather than 75, as follows:

an additional sum, for resourced provisions with fewer than 24 places, to ensure a minimum level of funding for fixed costs. The formula for DSPs in 2017/18 would be:

- A  $(24 \times \text{£}10,000 \times 20\%)$  *this is £48,000*
  - B  $(\text{setting's place funding} \times 20\%)$
- = top up to the value of A where B is less than A

For example, a DSP with 12 places would receive an additional sum of £24,000. A DSP with 6 places would receive £36,000.

The formula for the primary behaviour centres in 2017/18 would be:

- A  $(24 \times \text{£}8,000 \times 20\%)$  *this is £38,400*
  - B  $(\text{setting's place funding} \times 20\%)$
- = top up to the value of A where B is less than A

For example, a primary behaviour centre with 10 places would receive an additional sum of £22,400.

The gross indicative cost of this small setting funding factor is £394,600, which would be partially offset by the reduced cost of protection under the proposal set out in paragraph 6.7.

\* Please note that this factor would not be applied to the ARC provisions.

**Question 2: Do you agree with the proposal to continue to use the existing Ranges Model (as shown in Appendix 1) to calculate the 'Plus' funding element for the 2017/18 financial year? If not, please explain why not.**

**Question 3: Do you have any comments on the values of top ups allocated by the Ranges Model and the extent to which these should change / should not change in the 2017/18 financial year?**

**Question 4: Do you agree with the proposal to continue to apply unchanged the vast majority of our current Place-Plus model i.e. if a change is not set out in paragraphs 6.6 to 6.8 then the current methodology will be applied in 2017/18? If not, please explain why not and please specify the elements of the funding model you believe should be changed.**

**Question 5: Do you agree with the changes to the existing funding model for 2017/18, as outlined in paragraphs 6.6 (budget protection) and 6.7 (small setting funding factor)? If not, please outline which changes you do not agree with and the reasons why you do not agree.**

**Question 6: Are there any further changes that you would wish to see made to the funding model in 2017/18? Please give details.**

**Question 7 – Do you have any other comments on the funding model that you have not recorded elsewhere.**

## **7. Consultation Responses**

7.1 Please use the responses form at Appendix 2 to submit your views on the proposals outlined in the consultation. There is space in this form for you to comment on any aspect of the proposals. If you wish to discuss these proposals in more detail, or have any specific questions, please contact Andrew Redding using the contact details shown in paragraph 1. Please ensure that your response is submitted by the deadline of **Monday 28 November 2016**.

## **8. Next Steps**

8.1 The Schools Forum will make final recommendations on the approach to the funding of high needs provision for the 2017/18 financial year on 11 January 2017. These recommendations will be made following consideration of the responses received to this consultation and once the value of DSG funding allocated to the Authority for 2017/18 has been confirmed.

8.2 Subject to the agreement of the Council's Executive Committee, the recommended approach will be used to allocate DSG funding from 1 April 2017.

8.3 We currently await further information from the DfE on the development and timetable for implementation of the National Funding Formula. These changes are very likely to directly affect the funding of high needs provision and the quantum of the High Needs Block within the DSG in future years. A clear next step therefore, is to work through the implications and to develop our responses as announcements are made.

## **9. Appendices**

Appendix 1 The 7 Ranges Model  
Appendix 2 Consultation Responses Form





**HIGH NEEDS PROVISION: FUNDING CATEGORIES, BANDS & AMOUNTS 2016/17**

	Range 1	Range 2	Range 3	Range 4				Range 5	Range 6	Range 7
				Band A (16.5-21.5 hours)	Band B (22-27 hours)	Band C (27.5-34.5 hours)	Band D (35+ hours)			
PRIMARY NEED Additional "Plus" Funding			£0	£981	£3,092	£4,738	£7,380	£10,761	£14,337	£23,558
Mainstream Autism & SLCN						SLCN	ASD		ASD+	ASD++
Mainstream MLD/SLD/PMLD			MLD		MLD+	SLD	PMLD	SLD+	PMLD+	PMLD++
Mainstream PD							PD		PD+	PD++
Mainstream HI/VI						HI/VI		HI+/VI+		
Mainstream BESD							BESD		BESD+	BESD++

Mainstream funding is within colour coded Bands (mainly range 4)  
Funding is determined by actual Primary Need and is shown as text



**RESPONSES FORM****Consultation on Funding High Needs Provision 2017/18**

Name \_\_\_\_\_ Setting Name \_\_\_\_\_

**THE DEADLINE FOR RESPONSES TO THIS CONSULTATION IS MONDAY 28 NOVEMBER 2016**

Please send completed questionnaire responses to:

School Funding Team  
 City of Bradford Metropolitan District Council  
 1st Floor, Britannia House,  
 Hall Ings  
 Bradford  
 BD1 1HX

Tel: 01274 432678

Fax: 01274 435054

Email: [andrew.redding@bradford.gov.uk](mailto:andrew.redding@bradford.gov.uk)

Please complete the questionnaire by marking the appropriate boxes. There is a space below each question for you to record comments.

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**Question 1: Do you have any comments on the places (or the distribution of places) that are planned to be funded from the High Needs Block in 2017/18?**

**Question 2: Do you agree with the proposal to continue to use the existing Ranges Model (as shown in Appendix 1) to calculate the 'Plus' funding element for the 2017/18 financial year? If not, please explain why not.**

Strongly Agree       On Balance Agree (some reservations)       Strongly Disagree

If not, please provide further explanation here:

**Question 3: Do you have any comments on the values of top ups allocated by the Ranges Model and the extent to which these should change / should not change in the 2017/18 financial year?**

**Question 4: Do you agree with the proposal to continue to apply unchanged the vast majority of our current Place-Plus model i.e. if a change is not set out in paragraphs 6.6 to 6.8 then the current methodology will be applied in 2017/18? If not, please explain why not and please specify the elements of the funding model you believe should be changed.**

Strongly Agree       On Balance Agree (some reservations)       Strongly Disagree

If not, please provide further explanation here:

**Question 5: Do you agree with the changes to the existing funding model for 2017/18, as outlined in paragraphs 6.6 (budget protection) and 6.7 (small setting funding factor)? If not, please outline which changes you do not agree with and the reasons why you do not agree.**

	Strongly Agree	On Balance Agree	Strongly Disagree
Cash Budget Protection at 3.0%	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Small Setting Funding for Resourced Units	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



If not, please provide further explanation here:

**Question 6: Are there any further changes that you would wish to see made to the funding model in 2017/18? Please give details.**

**Question 7 – Do you have any other comments on the funding model that you have not recorded elsewhere?**

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## Report of the Deputy Director to the meeting of Children's Services Overview and Scrutiny Committee to be held on 01 November 2016.

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**Subject:**

**T**

### Children Missing Education

#### Summary statement:

Under Section 436A of the Education and Inspections Act 1996 all local authorities have a statutory responsibility to  
*"make arrangements to enable them to establish (so far as it is possible to do so) the identities of children residing in their area who are not receiving a suitable education. In relation to children, by 'suitable education' we mean efficient full-time education suitable to her/his age, ability and aptitude and to any special educational needs the child may have."*

Michael Jameson  
Strategic Director

**Portfolio:**

**Education, Employment and Skills**

Report Contact:  
Judith Kirk - Deputy Director  
Phone: (01274) 431078  
E-mail: [judith.kirk@bradford.gov.uk](mailto:judith.kirk@bradford.gov.uk)

**Overview & Scrutiny Area:**

**Children's Services**



## 1. SUMMARY

- 1.1 Under Section 436A of the Education and Inspections Act 1996 all local authorities have a statutory responsibility to  
*“make arrangements to enable them to establish (so far as it is possible to do so) the identities of children residing in their area who are not receiving a suitable education. In relation to children, by ‘suitable education’ we mean efficient full-time education suitable to her/his age, ability and aptitude and to any special educational needs the child may have.”*

## 2. BACKGROUND

- 2.1 The statutory responsibility for children missing education is issued under Section 436A of the Education and Inspections Act 1996 and requires all local authorities to make arrangements to enable them to establish (so far as it is possible to do so) the identities of children residing in their area who are not receiving a suitable education. In relation to children, by ‘suitable education’ we mean efficient full-time education suitable to her/his age, ability and aptitude and to any special educational needs the child may have.”
- 2.2 This duty came into force in February 2007 and revised in February 2009.
- 2.3 Since early 2006 the Education Social Work Service (ESWS) has had in place procedures for managing Children Missing from Education. These procedures have been continually refined to meet the challenge of ensuring all children residing in Bradford are receiving a suitable education.
- 2.4 Children Missing Education referrals are managed by the Education Social Work Service and The New Communities and Traveller Service (NC&TS) who particularly support Central and Eastern European Families in accessing school places
- 2.5 Every Local Authority is required to have a ‘named person’ for Children Missing from Education. That position is currently held by the Principal Education Social Worker.
- 2.6 **Risks**
- Children not in education are at an increased risk of negative outcomes
  - More likely to become NEET
  - Increased vulnerability
  - At risk of neglect, abuse, forced marriage and radicalisation
- 2.7 **The Out of School Register**

In order to fulfil its statutory duty the ESWS has established the ‘Out of School Register’ where all *known* pupils missing from education are placed in one of four referral categories until they have been accessed to an appropriate education provision. This doesn’t capture any possible ‘unknown’ children in the district, this number maybe considerable, therefore the Out of School Register will not represent the whole picture for Bradford.



## 2.8 Referral Categories

**Missing Children** – pupils who have gone missing, with their families, from Bradford Schools. The ESWs has an established information sharing and gathering arrangements with Children’s Social Care, Health Services, Police, Housing and Welfare Benefits – these agencies are contacted by the Service to try and establish the child and families whereabouts. Since 2011 we have had access the Council’s Benefits system. This has been extremely useful in tracking and tracing families.

From January 2017 Bradford Council’s Department for Children’s Services will be part of phase two of a pilot with HMRC, whereby we will share information of children who are missing, **after all enquires have been exhausted**. HMRC will cross-reference the address details we hold of the individual family with those that they have in relation to their receipt of benefits. The first phase of this pilot was rolled out in Sheffield earlier this year, whereby over 40% of their missing family’s whereabouts were located.

If we have information that the family have moved to another Local Authority, the ‘named person’ for Children Missing Education in that authority is contacted.

**Not on Roll** – pupils who have been identified as living in Bradford but not on the roll of a school. These pupils are identified through a variety of sources including Health Services, Police, Children’s Social Care and Education Services

**Removed from Roll** – Pupils having failed to return following a period of Leave of Absence or Extended Leave of Absence. The Pupil Registration Regulations allow a school to remove a child from the school roll if they fail to return to school within 10 schools days of the agreed return date or after 20 days of unauthorised absence and there is no good reason for the non-return.

**Other Local Authority** referrals – there is an established network of Named Persons responsible for Children Missing from Education within every LA. The ESWs via this network regularly receive referrals from other LA’s informing them of pupils who have or may have moved into the Bradford area.

## 2.9 Procedures

**Missing Children** – There is an expectation that prior to referral, schools will make reasonable enquiries to try to establish the child and families’ whereabouts, visiting the last known address, trying all known telephone numbers, contacting family members within school etc.

On receipt of the referral the Education Social Work Service immediately contacts the Police, Health Services, Housing and Welfare Benefits in an attempt to gather information to establish the child’s whereabouts. The Children’s Social Care and Council benefits data systems are checked for information. If after 6 weeks we have still not been able to trace the family, these agencies are contacted again to see if



any new information regarding the family's whereabouts has come to light.

If there is information that a child and family have moved to another Local Authority, the named person for Children Missing Education in that authority is informed. We request that the receiving authority then carries out a 'safe and well' visit, and confirms with us that the family is in their area and request they take responsibility for the child and assist them to access an appropriate education provision.

If at the time the child and family go missing there exists safeguarding concerns Children's Social Care are contacted immediately and in person.

Any child we are unsuccessful in finding is posted on the S2S 'Lost Pupil Database', all schools and local authorities have access to this.

**Not on Roll** - Once identified, contact is made with the family and support and guidance is provided to assist the family find places at the most appropriate education provision.

**Removed from Roll** - The Education Social Work Service keep regular contact with the family or extended family to establish when the child is returning to Bradford. On their return support is given to find an appropriate school place

**Other Local Authority Referrals** – We are regularly contacted by other local authorities with information that a child may have moved into our area but the referring authority have no forwarding address in Bradford. In these cases our pupil database is checked to establish if they have been admitted to a Bradford school. If not they are then placed on the Out of School Register for 3 months and regular checks are carried out to establish if the child has been admitted to a Bradford School.

Referrals from other local authorities where a Bradford address is provided are treated as 'Not on Roll' cases

If at any time there is evidence to suggest that a child is at risk of significant harm, Children's Social Care are informed.

The Education Social Work Service also has an Education Social Worker based in the Children's Social Care Initial Assessment Team.

Information and guidance for schools is provide via Bradford Schools Online and the document 'Children Missing Education – Guidance for Schools'

## 2.10 Referral data

The tables below show the number of Children Missing Education referrals received by The ESWS and The New Community and Traveller Service over the last four academic years.



	<b>Missi ng Child</b>	<b>Not on Roll</b>	<b>Removed from Roll</b>	<b>Other LA Referral</b>	<b>Total Referrals</b>
<b>2012-13</b>	1028	1465	167	57	2717
<b>2013-14</b>	1183	1897	157	76	3313
<b>2014-15</b>	1234	1661	157	49	3101
<b>2015-16</b>	1145	1197	191	55	2588

### **The Out of School Register – 28 September 2016**

The 'Out of School Register' is a 'live' database which changes on a daily basis as new referrals are received and where children have been found and placed in a school.

On 28 September 2016 a total of 541 Children Missing Education cases were open to the Education Social Work Service and the New Community and Traveller Service. September is always a particularly busy month for the ESW service dealing with a high volume of referrals. This is mainly due to this period following the long summer break, and families not returning to school after extended visits to their country of origin. The fact that a number of pupils entering year 7 may not have been allocated their first choice of secondary school may also contribute to an increase in September's figures, as there are still outstanding school appeals being dealt with. Those children may not have attended their allocated new school place during this period.

The table below show the number of open cases in each referral category

<b>Children Missing Education - Referral Type</b>	<b>No of Open cases 28.09.16</b>
Missing Child	286
Not on Roll-Bradford Resident	373
Other LA Referral	67
Removed from Roll following Extended Leave	20
<b>Total Referrals</b>	<b>746</b>

The tables below show the ethnicity of the 'Missing Child' and 'Not on Roll' referrals

<b>Missing Child Cases by Ethnicity</b>	<b>No of Cases</b>	<b>% of Cohort</b>
ABAN - Bangladeshi	7	2%
AIND - Indian	1	0%
AMPK - Mirpuri Pakistani	1	0%
AOPK - Other Pakistani	3	1%



AOTH - Any other Asian background	2	1%
APKN - Pakistani	23	8%
BAFR - Black African	3	1%
MOTH - Any other Mixed background*	2	1%
OOTH - Any other Ethnic Group*	11	4%
WBRI - White British	10	3%
WIRI - White Irish	2	1%
WOTH - Any other White background*	86	30%
WROG - Gypsy	2	1%
WROM - Gypsy/Roma	87	30%
WROO - Other Gypsy/Roma	3	1%
WROR - Roma	6	2%
Ethnicity not listed*	37	13%

<b>Not on Roll Cases by Ethnicity</b>	<b>No of Cases</b>	<b>% of Cohort</b>
ABAN - Bangladeshi	1	0%
AIND - Indian	1	0%
AMPK - Mirpuri Pakistani	6	2%
AOPK - Other Pakistani	17	5%
AOTH - Any other Asian background	3	1%
APKN - Pakistani	9	2%
BAFR - Black African	18	5%
BOTH - Any other Black background	2	1%
MOTH - Any other Mixed background*	4	1%
MWAS - White/Asian	4	1%
MWBA - White/Black African	3	1%
OOTH - Any other Ethnic Group	10	3%
WBRI - White British	15	4%
WEEU - White Eastern European	10	3%
WOTH - Any other White background*	36	10%
WROG - Gypsy	10	3%
WROM - Gypsy/Roma	48	13%
Ethnicity not listed*	176	47%

*\*based on surnames, majority of these children are from an EU migrant background*

### **What does the data tell us?**

80% of 'Missing Child' referrals and 79% of 'Not on Roll' of the current live referrals are for children from a Central, Eastern and Western European background. It is known that there is high mobility among these families as they move both around the city and the country for reasons of housing and employment.





## Strengths

- CME practice is well embedded within Bradford Schools
- Other agencies both within and outside of Children's Services are aware of the CME agenda and know how to refer a case to the ESWS and NCTS. For example, if a child presents at A&E at Bradford Royal Infirmary they are routinely asked which school they attend. If the child has no school then the child is referred to the ESWS
- Access to the Council Benefits system since 2011 has greatly assisted in tracing families.
- Yorkshire and Humberside Regional CME group meet three times per year to share good practice, discuss current issues and trends

### 2.11 Recent Developments

#### Establishment of the Multi Agency Education Safeguarding Team (MEST)

The MEST was established to accurately identify the numbers and details of children and young people "*Missing from Education*" (CME), those young people who are educated at home (EHE), and to identify the possibility of unregistered schools that are operating and coordinate the partnership response. The work of the MEST sets out to address three overarching themes:

- To identify and know the whereabouts of all children of school age
- To identify and know the whereabouts of all children missing from education
- To identify and know the whereabouts of all unregistered schools

Prompt action and early intervention are crucial to discharging the statutory duties that are placed on Local Authorities with regards to CME. The MEST aims to accurately identify the true figure and identities of the children who are missing. A process map for CME has now been created and all CME referrals are dealt with by the Education Social Work Service. There can be over 200 referrals received each month. Work of the MEST has been focused on RAG rating individual cases that are received, and draws together staff from Education Social Work Service, Elective Home Education, Diversity and Cohesion, Information Management, New Communities and Travellers Bradford Children's Safeguarding Board, Public Health, and West Yorkshire Police. Information is now shared between partners to enable proportionate, timely, effective and robust interventions that are undertaken in the interests of children.

The scope of the work of the MEST includes:

- Children not on a school roll and whose whereabouts are unknown
- Children who are on a school roll but whose attendance is of concern.
- Children in elective home education where the quality of their education and / or their welfare cannot be properly assessed.
- Children who are attending unregistered schools.



- Children who are on roll but have 50% or more of their sessions marked with a “B Code” (i.e.: Educated off-site)

The MEST is currently in consultation with HMRC and Sheffield LA with regards to the second phase of the CME benefits data sharing pilot. HMRC are very clear that this is part of their efforts to reduce the number of unlawful benefits claims. But the first phase of the pilot rolled out in Sheffield identified over 40% of their missing children. Between February 2015 and June 2016 Sheffield referred 1166 children and as a result of the data sharing pilot, 535 were found. We are expecting a similar success rate in Bradford as well as uncovering potential cases of trafficking and unlawful claims being made for children. Therefore the MEST feel it a worthwhile activity to be involved in.

On 1 September 2016 as part of National efforts to reduce children missing from education, new legislation was introduced which requires all schools including Private and Independent Schools to inform the Local Authority of any child they admit or remove from the school roll.

Childrens Services have set up a secure online pro-forma on Bradford Schools Online for schools to provide this information.

The online pro-forma also prompts schools to:

- Contact the previous school when admitting a child.
- Give details of the new destination school when a child is being removed from roll
- Make a Children Missing Education referral when a child is being removed from roll and the destination school is unknown or the families whereabouts is unknown

We are about to embark on a project in January with HMRC following a successful pilot in Sheffield where HMRC supported the Sheffield CME team to trace missing families.

We have developed links with the Immigration and Asylum Team regarding families assisted to return to their country of origin.

“Everyone is a CME Officer” - briefings are planned with police and council wardens in order to raise awareness about the what the signs of CME are, or the signs of an unregistered school to assist in the identification of children living in Bradford without an appropriate education provision.

### **3. OTHER CONSIDERATIONS**

None at this time.

### **4. FINANCIAL & RESOURCE APPRAISAL**



None at this time.

**5. RISK MANAGEMENT AND GOVERNANCE ISSUES**

No issues at this time.

**6. LEGAL APPRAISAL**

No issues at this time.

**7. RECOMMENDATIONS**

- 7.1 That Overview and Scrutiny Committee receive and note this report on matters relating to Children Missing Education.
- 7.2 That Overview and Scrutiny Committee support the development of the Multi Agency Safeguarding Team
- 7.2 That Overview and Scrutiny support the work we are doing in raising awareness of Children Missing Education among Council Wardens, the police and other council employees.

**8. APPENDICES**

None

**9. BACKGROUND DOCUMENTS**

None



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## Report of the Chair of Children's Services Overview and Scrutiny Committee to the meeting of the Committee to be held on Tuesday 1 November 2016.

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**Subject:**

**Subject: Children's Services Overview and Scrutiny Committee Work Programme 2016-17**

**Summary statement:**

This report presents the Committee's Work Programme 2016-17

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Cllr Dale Smith  
Chair – Children's Services O&S Committee

**Portfolio:  
Education, Employment and Skills  
Health & Wellbeing**

Report Contact: Licia Woodhead  
Overview and Scrutiny Lead  
Phone: (01274) 432119  
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## **1. SUMMARY**

1.1 This report presents the Committee's Work Programme 2016-17.

## **2. BACKGROUND**

2.1 Each Overview and Scrutiny Committee is required by the Constitution of the Council to prepare a work programme (Part 3E – Overview and Scrutiny Procedure Rules, Para 1.1).

## **3. REPORT ISSUES**

3.1 **Appendix 1** of this report presents the Work Programme 2016-17.

### **3.2 Work planning cycle**

Best practice published by the Centre for Public Scrutiny suggests that 'work programming should be a continuous process'. It is important to regularly review work programmes so that important or urgent issues that come up during the year are able to be scrutinised. In addition, at a time of limited resources, it should also be possible to remove projects which have become less relevant or timely. For this reason, it is proposed that the Committee's work programme be regularly reviewed by Members throughout the municipal year.

## **4. FINANCIAL & RESOURCE APPRAISAL**

None

## **5. RISK MANAGEMENT AND GOVERNANCE ISSUES**

None

## **6. LEGAL APPRAISAL**

None

## **7. OTHER IMPLICATIONS**

### **7.1 EQUALITY & DIVERSITY**

None

### **7.2 SUSTAINABILITY IMPLICATIONS**

None

### **7.3 GREENHOUSE GAS EMISSIONS IMPACTS**

None

### **7.4 COMMUNITY SAFETY IMPLICATIONS**

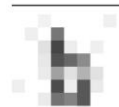
None

### **7.5 HUMAN RIGHTS ACT**

None

### **7.6 TRADE UNION**

None



**7.7 WARD IMPLICATIONS**

None

**8. NOT FOR PUBLICATION DOCUMENTS**

None

**9. RECOMMENDATIONS**

9.1 That the Work Programme 2016-17 continues to be regularly reviewed during the year.

**10. APPENDICES**

10.1 Appendix 1 – Children’s Services Overview and Scrutiny Committee Work Programme 2016-17



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# Democratic Services - Overview and Scrutiny

## Childrens Services O&S Committee

Scrutiny Lead: Licia Woodhead tel - 43 2119

### Work Programme 2016/17

#### Description

#### Report

#### Agenda

##### Tuesday, 15th November 2016 at City Hall, Bradford.

Chair's briefing 31/10/2016. Secretariat deadline 03/11/2016.

- 1) Post 16 Review
- 2) Ofsted Inspection report
  
- 3) School Admissions Annual Report
  
- 4) Children's Services O&S Committee Work Programme

The Committee will receive a report on the Post 16 review  
The Committee will receive an update on the developments following on from the Ofsted inspection.  
The Committee will receive a report detailing the annual admissions to school process, the current position with admissions and appeals and in year applications.  
The Committee will consider its work programme and make changes as necessary.

Judith Kirk  
Judith Kirk  
  
Judith Kirk  
  
Licia Woodhead

##### Wednesday, 7th December 2016 at City Hall, Bradford.

Chair's briefing 21/11/2016. Secretariat deadline 24/11/2016.

- 1) The development and publication of Bradford's local offer.
- 2) Workloads of Children's Social Care
- 3) Children Missing from Home and Care
  
- 4) Children's Services O&S Committee Work Programme

The Committee will receive an update report on the local offer.  
The Committee will receive a report on the workloads of Children's Social Care Services including the results of the latest staff survey.  
The Committee will receive a report detailing numbers of children missing from home and care and work being undertaken to address this.  
The Committee will consider its work programme and make changes as necessary.

Judith Kirk  
  
Jim Hopkinson  
Jim Hopkinson  
  
Licia Woodhead

##### Tuesday, 24th January 2017 at City Hall, Bradford.

Chair's briefing 09/01/2017. Secretariat deadline 12/01/2017.

- 1) Annual Safeguarding report
- 2) Recruitment and Retention of Teachers
  
- 3) Schools Forum Update
  
- 4) Children's Services Budget considerations

The Committee will receive the Annual Safeguarding report  
The Committee will receive an update report which includes figures for Special Educational Needs Schools and Pupil Referral Units.  
The Committee will receive an update on the work of the Schools Forum.  
The Committee will consider details of the Children's Services budget submissions.

Jenny Cryer  
Judith Kirk / Sarah Rawnsley  
Andrew Redding  
  
Michael Jameson

# Childrens Services O&S Committee

Scrutiny Lead: Licia Woodhead tel - 43 2119

## Work Programme 2016/17

### Description

### Report

### Agenda

#### **Tuesday, 24th January 2017 at City Hall, Bradford.**

Chair's briefing 09/01/2017. Secretariat deadline 12/01/2017.

- 5) Children's Services O&S Committee Work Programme

The Committee will consider its work programme and make changes as necessary.

Licia Woodhead

#### **Tuesday, 14th February 2017 at City Hall, Bradford.**

Chair's briefing 30/01/2017. Secretariat deadline 02/02/2017.

- 1) Better Start Bradford
- 2) Child Sexual Exploitation
- 3) Children's Centres
- 4) Children's Services O&S Committee Work Programme

The Committee will receive a progress report on the work of the Better Start Programme.

Michaela Howell / Shirley Brierley

The Committee will receive a further report on work being undertaken to combat Child Sexual Exploitation.

Jenny Cryer

The Committee will receive a progress report on the Children's Centres clusters.

Judith Kirk

The Committee will consider its work programme and make changes as necessary.

Licia Woodhead

#### **Tuesday, 14th March 2017 at City Hall, Bradford.**

Chair's briefing 27/02/2017. Secretariat deadline 02/03/2017.

- 1) Workloads of Children's Social Care
- 2) Standards Report

The Committee will receive a report on the workloads of Children's Social Care Services.

Jim Hopkinson

Judith Kirk

#### **Tuesday, 11th April 2017 at City Hall, Bradford.**

Chair's briefing 27/03/2017. Secretariat deadline 30/03/2017.

- 1) Youth Offer
- 2) Capital allocations and school expansion programme 2017-18
- 3) Schools Forum Update

The Committee will receive a progress report on the Youth Offer.

Ian Day / Heather Wilson

The Committee will receive an update report on Capital Allocations and the School Expansion Programme.

Ian Smart

The Committee will receive an update on the work of the Schools Forum.

Andrew Redding