

Schools Forum
Wednesday, 23 May 2018 at 8.00 am
VENUE: Ernest Saville Room - City Hall, Bradford

PLEASE NOTE

All meetings will be held in public; the agenda, decision list and minutes will be publicly available on the Council's website and Committee Secretariat, Room 112, City Hall, Bradford.

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 Forum Clerk Asad Shah - 01274 432280 who will provide guidance and ensure that any necessary arrangements are in place. Those present who are invited to make spoken contributions should be aware that they may be filmed or sound recorded

1. APOLOGIES FOR ABSENCE

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

2. DISCLOSURES OF INTEREST

To receive disclosures of interests from 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 only becomes apparent to the member during the meeting.

3. MINUTES OF 14 MARCH 2018 AND MATTERS ARISING Minutes 1 - 10

4. MATTERS RAISED BY SCHOOLS

Members will be asked to consider any issues raised by schools.

5. **STANDING ITEM - DSG SCHOOLS BLOCK GROWTH FUND ALLOCATIONS (a)** 11 - 14

Members will be asked to consider, in **Document IQ**, newly proposed allocations to schools and academies from the established DSG Schools Block Growth Fund in 2018/19.

Recommended –

The Schools Forum is asked to agree the proposed Growth Fund allocations shown in Document IQ.

(Andrew Redding – 01274 432678)

6. **SEMH AND SEND REVIEWS - PROGRESS UPDATE (i)**

A progress report on the SEND and SEHM reviews will be presented, **Document IR**. Document IR will be tabled at the meeting.

Recommended –

The Schools Forum is asked to consider and to note the information provided.

(Andrew Redding – 01274 432678)

7. **UPDATE ON MATTERS CONCERNING THE 2018/19 DEDICATED SCHOOLS GRANT (i)** 15 - 18

The Business Advisor (Schools) will present a report, **Document IS**, which provides an update on a number of matters relating to the 2018/19 Dedicated Schools Grant.

Recommended –

The Schools Forum is asked to consider and to note the information provided.

(Andrew Redding – 01274 432678)

8. **BRADFORD LEARNING NETWORK (a)** 19 - 22

A report will be presented, **Document IT**, which asks the Schools Forum to endorse the collaborative approach to re-procuring the next iteration of the Bradford Learning Network (BLN) internet and learning provision.



Recommended –

The School Forum is asked to endorse the collaborative approach to the procurement of fast, filtered and safe internet provision for schools enabling equity of access for all students across the District regardless of location, type or size of school.

(Jo Dean – 01274 434835)

9. SCHOOLS' OUTTURN (REVENUE BALANCES) 2017/18 (i)

23 - 28

The Business Advisor (Schools) will present a report, **Document IU**, which shows the position of revenue balances held by maintained schools at 31 March 2018. The report also provides information on schools' reporting of surplus balances and a further update on the anticipated volume of conversions of maintained schools to academy status in Bradford and the likelihood of liabilities resulting from the conversion of schools holding deficit budgets.

Recommended –

The Schools Forum is asked to note the information provided.

(Andrew Redding – 01274 432678)

10. SCHOOLS FORUM STANDING ITEMS (i)

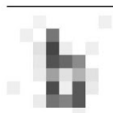
Updates on the following Forum standing items will be provided verbally where these have not been covered within other agenda items:

- Schools Forum membership
- Update from the High Needs Block Steering Group
- Update from the Schools Financial Performance Group (SFPG)
- Update on School / Academy Budgets
- Update from the Early Years Working Group (EYWG)
- Update from the Formula Funding Working Group (FFWG)
- Update on Primary School Places
- Update on Academies & Free Schools

Recommended –

The Forum is asked to note the information provided.

(Andrew Redding – 01274 432678)



11. ANY OTHER BUSINESS / FUTURE AGENDA ITEMS

Members will be asked for any additional items of business, for consideration at a future meeting.

12. DATE OF NEXT MEETING

Please see the published schedule of meetings – the next Forum meeting is scheduled for Wednesday 11 July 2018.

Please note that Schools Forum meetings for the 2018/19 academic year are scheduled as follows:

- Wednesday 19 September 2018, 8am
- Wednesday 17 October 2018, 8am
- Wednesday 5 December 2018, 8am
- Wednesday 9 January 2019, 8am
- Wednesday 16 January 2019, 8am (*provisional meeting*)
- Wednesday 13 March 2019, 8am
- Wednesday 22 May 2019, 8am
- Wednesday 10 July 2019, 8am

(a) Denotes an item for action

(i) Denotes an item for information



MINUTES OF THE MEETING OF THE SCHOOLS FORUM HELD ON WEDNESDAY 14 MARCH 2018 AT CITY HALL, BRADFORD

Commenced 0805

Concluded 1010

PRESENT

SCHOOL & ACADEMIES MEMBERS

Ashley Reed, Brent Fitzpatrick, Deborah Haworth, Dianne Richardson, Dominic Wall, Donna Willoughby, Emma Hamer, Gill Holland, Helen Williams, Ian Morrel, Kevin Holland, Mary Copeland, Nicky Kilvington, Sue Haithwaite, Wahid Zaman, Trevor Loft

NON SCHOOL MEMBERS

Ian Murch, Vivienne Robinson

LOCAL AUTHORITY (LA) OFFICERS

Andrew Redding	Business Advisor (Schools)
Asad Shah	Committee Services Officer
Michael Jameson	Strategic Director, Children's Services
Susan Kuprinski	Principal Finance Officer – Schools
Ken Poucher	Primary Achievement Officer
Yasmin Umarji	Strategic Relationship Manager
Lynn Donohue	Early Years Strategic Manager (<i>substitute for Judith Kirk</i>)

APOLOGIES

MEMBERS - Alison Kaye, Donna Willoughby, Nigel Cooper, Ray Tate, Sally Stoker and Tehmina Hashmi. OFFICERS - Judith Kirk and Raj Singh

DIANNE RICHARDSON IN THE CHAIR

306. DISCLOSURES OF INTEREST

Declarations were received from Dominic Wall, Emma Hamer, Ian Morrel and Trevor Loft for agenda item 7 “SEMH and SEND Reviews – Progress Update”, (minute 311).

ACTION: *City Solicitor*

307. MINUTES OF 10 JANUARY 2018 & MATTERS ARISING

The Business Advisor (Schools) reported on progress made on “Action” items as follows:

- **Recommendations of the Schools Forum on the 2018/19 DSG:** The Forum's recommendations were accepted in full by the Executive and then by Council on 22 February. The Authority is now engaged in implementing these recommendations. An update on a number of DSG matters is provided under agenda item 8.

- **SEND Review Consultation & Wider SEMH Review (Item 298 page 99):** An update on these matters is provided under agenda item 7.
- **Indicative Delegated Budgets 2018/19 (Item 302 page 103):** An additional report is provided within the meeting pack, which explores the relationship between funding pre-16 expansion and what happens to funding following the closure of post 16 provisions in secondary schools. A further report is also provided separately in response to the request for further information on the Authority's monitoring framework of the compliance with post 16 participation legislation. On the issue raised re. FSM data, it was reported that schools and academies in a number of forums have been reminded to check the accuracy of their FSM data. The Authority believes that there was some misunderstanding within the concern expressed at the last meeting about a SIMS software issue. Having discussed this with the Authority's data team, it is a standard annual requirement for SIMS users to manually transfer classes and pupil data into the new year (otherwise data such as FSM is not brought forward).

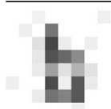
Other Matters Arising

- **Ratification of decision following the notification of FSM data error:** The Business Advisor explained that the Schools Forum is now asked to formally ratify the decision that was taken by the Authority, in consultation with the Chair and Vice Chair, following the notification by the ESFA of the error made in the FSM data, which came after the Forum had made its recommendations on 10 January. A copy of the email that was circulated to Members on 17 January is included in the report pack. The decision made was to not materially alter formula funding for primary and secondary schools, from the recommendations that the Forum had made, other than to re-calculate allocations using the corrected FSM data, which the ESFA required us to do. The result of the revision is that the cost of Schools Block formula arrangements is £52k lower than we set out in papers on 10 January and this sum will be held unallocated within the Schools Block. Forum Members did not ask any questions on this matter.

Resolved –

- (1) That progress made on “Matters Arising” be noted.
- (2) That the minutes of the meeting held on 10 January 2018 be signed as a correct record subject to Deborah Haworth and Gill Holland (Bronte Academy Trust members) being recorded as present.
- (3) That the decision made in response to the FSM data error, circulated by email to Members on 17 January, be formally agreed and recorded for the purposes of the minutes.

ACTION: *City Solicitor*



308. **MATTERS RAISED BY SCHOOLS**

A Member asked for clarification on to the Council's position regarding the national pay award for NJC scale employees. The Business Advisor confirmed that Bradford Authority, following current agreements, will adopt the national pay award when this is decided. We understand that the national employers meet this week to discuss the offer that was made in December and the positions of / feedback from the Trades Unions following their consultations with their members. It is anticipated therefore, that a final decision will be taken shortly. Bradford Council will adopt the agreed national pay settlement.

No resolution was passed on this item.

309. **STANDING ITEM - DSG GROWTH FUND ALLOCATIONS**

There were no new allocations for 2017/18 for consideration at this meeting.

No resolution was passed on this item.

310. **LOOKED AFTER CHILDREN PUPIL PREMIUM PLUS**

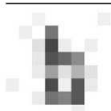
The Headteacher of the Virtual School (VSH) and the Authority's Strategic Relationship Manager attended the meeting to present **Document IN**.

The Chair highlighted for Members that this is an update for information rather than decision, following from requests that have been made by Members in recent meetings. In introducing this item, the Chair also, referencing the length of time since the last CLA report was presented, proposed that a report now be provided for the Schools Forum annually on the work of the Virtual School and on the progress made by Children Looked After. This proposal was accepted by both Authority officers and Forum Members.

The VSH explained that the value of Pupil Premium Plus for CLA will increase at April 2018 from £1,900 to £2,300 and that the Authority plans to retain 25% of the value of PPP on an on-going basis to finance the additional VSH activities provided to support CLA in schools.

In response, Forum Members made the following comments and asked the following questions:

- The Vice Chair asked for clarification on whether the Pupil Premium Plus allocated to schools (75% of the PPP) was ring-fenced. The VSH confirmed that the monies are not ring-fenced to individual pupils but must be spent on CLA. The Vice Chair explained that he wishes for the Authority and the Forum to be aware that substantial Schools Block formula funding is allocated by schools to support CLA on top of Pupil Premium Plus monies and that this is a cost pressure (increasing cost pressure) on school budgets. Schools are also accountable for the impact of these monies.



- The impact measures presented in the report are school-based measures; how does the VSH isolate specifically the impact of the work of the Virtual School and the impact of the 25% that is retained? The VSH responded to explain that the Virtual School employs 29 associates that work directly with schools and CLA individually with the impact being the maintenance of outcomes for these pupils, including attendance, and also in responding to support pupils that may fall into crisis. The VSH advised that an additional 10 associates have been employed this year.
- The Chair asked for further information on the breakdown of working by phase of the associates. A Member also asked for the next report to provide more information about the impact of the VSH in supporting CLA in special schools. Another Member asked for the report to include both soft (non-financial) and hard impact data.
- A Member asked for clarification and further advice on how schools and academies can use their PPP monies received from other authorities for OLA pupils to purchase support from Bradford's Virtual School. The Member referred to the safeguarding implications and also lack of consistency of approach between authorities, expressing a view, supported by other members, that financial arrangements around the allocation of PPP monies are currently too complex. The VSH explained that there are no fixed rules; the vast majority of local authorities retain some value of PPP monies.
- There was some discussion about whether the retention of PPP will be expressed as a set cash value or a % going forward. The VSH explained that he wished to set retention at 25% in principle from April 2018 and on an on-going basis to future proof where the value of the PPP may change in the future.

Resolved –

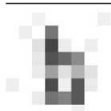
- (1) **That the information in Document IN be noted, including the Authority's planned retention of 25% of the value of Pupil Premium Plus from April 2018.**
- (2) **That the additional information requested by Members (recorded in the minutes) be presented to the next meeting.**
- (3) **That the Schools Forum receives a report annually, as part of its standard work plan, on the work of the Virtual School and the impact of Pupil Premium Plus monies.**

Action: *Headteacher of the Virtual School*

311. SEMH AND SEND REVIEWS – PROGRESS REPORT

The Business Advisor (Schools) introduced this item by giving a presentation verbally on the position of the SEMH and SEND reviews. In summary:

- The minutes of Forum meetings record a number of comments and requests made by Members, both generally and for specific consideration, as well as record an 'uplifting' of Members' concerns about what is needed to ensure the successful delivery of the



significant change management programmes currently underway and the risks within these programmes as well as their immediacy. Specific requests and comments have been made on:

- The process (and knock on consequences) for the re-designation of primary PRU and Ellar Carr
 - The position of wave 13 free schools and what are the Council's 'plan B' options
 - The position of the SEMH free school
 - The position of the delivery of interim places
 - The Council's capital plan in particular with reference to how this is supporting the creation of SEND places in the interim and also how it can support the alternative provision review
 - The Council's home to school transport plan
 - The concern to ensure that the creation of places is 'future-proofed' based on latest demographic data
 - The nature of the model that would be used to trade with schools in the delivery of specialist teaching support
 - The financing of redundancies that may come from the SEND review
 - The development of local financial agreements relating to permanent exclusion and the Council's Fair Access Policy
 - The role of health services
- The Business Advisor stressed that, although he is not able at this stage to give categorical answers to a number of these questions and comments, he can re-assure Forum Members that these are noted and have been shared. He explained that he is also able to describe the developments that have taken place since the Forum last met. He stated that what will also become clear is that Members of the Forum have also thought closely about the way forward and have proposals to share on these. The Business Advisor drew the attention of Members to the additional reports that are tabled from the Vice Chair and an Academies Member.
 - The Business Advisor stated that he wished specifically to bring to the Forum's attention the concerns that have been raised with the Authority more formally by the District Achievement Partnership (DAP). The DAP has asked the Authority to more urgently look at the position of top up funding for the special schools sector and has asked for a closer assessment of whether the children currently in special schools in Ranges 4D - 4A (mainstream ranges) have been placed in the funding bands appropriate to their needs. This is an evidence-based piece of work that the Authority is now actively engaged in.
 - The Forum should also be aware:

- That progress is continuing to be made on implementing the financial arrangements associated with the commissioner's direct funding of non-EHCP placements in District PRU, Central PRU and the primary behaviour centres from September. Some concerns are still being expressed about the impact of new top up funding arrangements from September 2018 on certain settings, which the Authority is talking to settings about.
- The Authority is now initiating conversations about establishing a 'local agreement' for the primary sector.
- The consultation feedback on the SEND Review of specialist teaching services and the review of Prevention and Early Help is scheduled to be presented to the Executive for decision at the beginning of April. Decisions on the expansion of maintained special schools and DSPs in maintained mainstream schools, which will formally enable the first 2 tranches of interim places, are expected to be taken at this meeting. We still await approval from the RSC for the expansion of academy settings.
- The DfE has given the Authority the permission to seek a new sponsor for the SEMH free school and the Authority will now actively progress this.
- A number of very positive meetings have taken place in recent weeks bringing together parties interested in the development of the District's behaviour continuum. Expressions of interest are now being collected with the aim of shaping this provision. There are a number of 'moving parts' here to settle but the purpose is to develop with schools and academies a clear strategic plan for the development of alternative provision places in both the short and longer terms. It is also expected that the settling of these moving parts will also enable the re-designation of the 2 identified PRUs to special schools.
- The Authority, with key partners, is scheduled to meet with the RSC on 26 March to discuss this plan as well as the position of wave 13 free schools and the SEMH school. This meeting will pull together a number of conference calls with the RSCs office that have taken place. We expect greater clarity and action to come from this meeting.

Following this update, the Chair invited both the Vice Chair and the Academies Member to present their reports.

The Academies Member introduced his report by stressing the extent to which resources for high needs pupils, along with the pupils themselves, currently sit within the Schools Block and mainstream provision and the extent to which the development of academies will influence the shape of our high needs provision going forward. He asserted that it is crucial that MATs work in collaboration within an agreed 'Bradford' structure / framework. We must safeguard the position of our High Needs Block going forward. The Member put



forward the proposition that the Authority establishes and chairs a 'High Needs Block Steering Group' (indicatively titled), as a standing group of the Schools Forum, that any setting or organisation that provides high needs services in Bradford can participate in. The role of this group will be developed, but this will include recommending to the Forum and the Authority the framework through which providers will deliver high needs provision and will access funding from Bradford's High Needs Block.

The Vice Chair presented his report, which also proposed the establishment of a 'steering group'. He emphasised the multi-layered complex landscape and the possibility for unintended consequences. A key job of the steering group will be to model and monitor holistically the impact and consequences of decisions and developments.

The Strategic Director, Children's Services, welcomed the proposal for the establishment of a 'steering group'. He stated that the terms of reference of this group, as well as the membership, will need to be clarified. He asked, for example, whether the Regional Schools Commissioner, should be invited to be a member. The Chair suggested that this would be a good idea but should not delay the establishment of the group. Within his response on this proposal, the Strategic Director provided some information about interim leadership arrangements following the departure of the current Deputy Director. He confirmed that the Interim Director for Access and Inclusion will be asked to bring together the steering group.

Resolved –

- (1) That the update on the progress of the SEMH and SEND reviews be noted.**
- (2) That the two additional reports tabled at the meeting by Members be welcomed.**
- (3) That the Local Authority establishes a new standing Schools Forum sub-group, indicatively titled the 'High Needs Block Steering Group', with the membership and remit of this group to be developed in consultation with the Schools Forum. That this group be established as quickly as possible.**

Action: *Strategic Director, Children's Services*

312. UPDATE ON MATTERS CONCERNING THE 2018/19 DEDICATED SCHOOLS GRANT

The Business Advisor (Schools) presented a report, **Document IO**, which provided an update on a number of matters relating to the 2018/19 Dedicated Schools Grant.

The substantive report item was the benefit vs. cost analysis of trade union facilities time, which the Schools Forum was requested to consider so that DSG / de-delegated funding arrangements for trade union facilities time for 2018/19 can be confirmed. Following the Business Advisor's summary of the report, the Member representing Teaching Trades Unions, having declared his interest, emphasised the complexity of the landscape in Bradford, stressing that 2/3rds of academies and high needs settings currently buy into the Authority's Trades Unions facilities time arrangements. An Academies Member stated that there is a growing issue with academy trusts buying into arrangements for union facilities



time when trusts do not have members in particular unions and where some trusts do not purchase the health and safety facilities time element. These issues will need to be looked at in the future to ensure continued value for money.

In seeking to sum up the position of the Forum on this matter, the Chair stated that the Forum appears comfortable with the current cost of arrangements and with the information provided in the report. Members recognise the experienced professional support, and therefore, the value for money, that the current arrangements delivery. The Chair's summary statement was supported by Members.

Resolved –

- (1) That the information provided in Document IO be noted.**
- (2) Follow the review of the 'benefit vs. cost' analysis, that de-delegation for trade union facilities time for the 2018/19 financial year continues at the current per pupil value.**

Action: Business Advisor (Schools)

313. AMENDMENTS TO THE SCHEME FOR FINANCING SCHOOLS AND LINKED DOCUMENTS (FINANCIAL REGULATIONS FOR MAINTAINED SCHOOLS AND SCHOOL CONTRACT STANDING ORDERS)

The Business Adviser (Schools) explained verbally the Authority's current reviews of the Scheme for Financing Schools and linked documents – the Authority's Financial Regulations for Maintained Schools and School Contract Standing Orders. The Forum was asked to note that the Authority intended shortly to publish a consultation on amendments.

The Forum was asked to note that, following the Forum's discussion and decision, the Financial Regulations for Maintained Schools and the School Contract Standing Orders would be presented to the Authority's Governance & Audit Committee. The Authority intended to implement the agreed amendments as soon as possible following the completion of the consultation and decision making processes.

Forum Members did not ask any questions on this item.

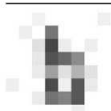
No resolution was passed on this item.

314. MATTERS CONCERNING SCHOOL AND ACADEMY BUDGETS

The Business Advisor (Schools) presented **Document IP**, which provided an update on matters concerning school and academy budgets. This included an update on the position of the conversion of maintained schools to academy status and on the anticipated cost pressures within school and academy budgets over the 2018-2021 period.

The Business Advisor highlighted that:

- The volume of academy conversions has significantly dropped in 2017.



- There are a small number of planned primary sponsored conversions that we estimate at this time will hold small values of deficit budgets. We are working in / with these schools to limit the values of deficits.
- The financial landscape continues to be very challenging. It is not just the scale of the possible increase in expenditure over 2018-2021 that is of concern however, but also how uncertain the position is. Schools and academies will need to closely monitor their budget assumptions and take swift corrective action where these are confirmed to be inaccurate.
- The Authority's identifies, on current school-based forecasts, that revenue surplus balances held by maintained schools will have again reduced significantly during 2017/18. Given the on-going financial pressure, schools need to think very carefully about how they deploy what reserves they may have.

The Chair asked for Forum Members to support communicating the key messages across schools and academies.

- (1) **That the information provided in Document IP be noted.**
- (2) **That Members communicate to colleagues the warnings that are given in Document IP about the estimated continued growth of cost pressure within school and academy budgets across 2018-2021.**

Action: *Business Advisor (Schools)*

315. **SCHOOLS FORUM STANDING ITEMS**

No resolution was passed on this item.

316. **ANY OTHER BUSINESS / FUTURE AGENDA ITEMS**

No resolution was passed on this item.

317. **DATE OF NEXT MEETING**

The next meeting of the Schools Forum is Wednesday 23 May 2018 *(please note that the date has been moved from the 16 May 2018).*

THESE MINUTES HAVE BEEN PRODUCED, WHEREVER POSSIBLE, ON RECYCLED PAPER
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SCHOOLS FORUM AGENDA ITEM

For Action



For Information



Brief Description of Item

Members are asked to consider and agree newly proposed allocations to schools and academies from the established DSG Schools Block Growth Fund in 2018/19.

Date (s) of any Previous Discussion at the Forum

The criteria for funding expanding schools and bulge classes in 2018/19 were included as part of the consultation on Primary and Secondary funding in 2018/19, and were agreed by members prior to submission of our final Schools Block pro-forma to the ESFA in January 2018.

Background / Context

As was the case in 2017/18, the School and Early Years Finance (England) Regulations 2018 allow for a Growth Fund to be held and managed centrally within the Schools Block of the DSG. The Regulations require that this fund is:

- ringfenced i.e. cannot be spent on any other purpose. Any unspent growth funding remaining at the year-end should be reported to the Schools Forum. Funding may be carried forward to the following funding period, and can be used again specifically for growth if the authority wishes.
- available to be accessed by both maintained schools and academies across the District (with both maintained school and recoupment academy budgets contributing to the cost of this fund).

The Regulations also require that local authorities consult their Schools Forum before incurring any expenditure. How the Growth Fund operates is still currently for local determination but is currently under review within the National Funding Formula transition.

The criteria and mechanisms for allocating funding from the Growth Fund in Bradford were agreed by Forum members following the consultation held in October 2017, and were part of our final Schools Block APT (pro-forma) submitted to the ESFA in January 2018. Funding has already been allocated and agreed for existing primary expansions and bulge classes in 2018/19; this funding was included in 2018/19 Section 251 Budget statements for maintained schools and in Authority payments to academies.

The agreed criteria and mechanisms for allocating growth funding to primary schools / academies in 2018/19 are the same as in 2017/18 and are, in summary, as follows:

- Where a school / academy is expanding or admitting a bulge class for the first time in September 2018, the school / academy is allocated 80% of the value of the 2018/19 base amount per pupil for the additional planned intake number, for the remaining proportion of the year i.e. $80\% \times \text{£Base APP} \times \text{additional planned intake number} \times 7/12$. In the following financial year, funding is then allocated as follows:
 - A permanently expanding school / academy would receive funding calculated on the difference between the October Census pupil numbers and a calculation of the composite $5/12 + 7/12$ numbers, based on an estimate of the following year September intake. The school / academy will then be allocated 80% of the value of the additional base amount per pupil, for the additional number of calculated pupils.
 - No additional funding is necessary or allocated for a school / academy that has a bulge class of 30 pupils from the previous year; this additional class is automatically funded within the normal budget as the full class will be included in the October Census.
 - Additional funding is allocated, however, for a school / academy that has a half bulge class in each year for the lifetime that half class is at the school / academy. An additional sum is allocated based on 80% of the value of the base amount per pupil for the difference between 30 and the actual number of children in the half class. E.g. For an existing half class of 15 pupils the funding would be calculated as $(30-15) \times \text{£Base APP} \times 80\%$.

Background / Context

The agreed criteria and mechanisms for allocating growth funding to secondary schools / academies in 2018/19 are the same as in 2017/18 and are, in summary, as follows:

For secondary schools / academies either permanently or temporarily increasing PAN eligibility for growth funding is assessed on the following principles and criteria:

- The school or academy must have admitted additional pupils (either via a permanent expansion or a one off bulge class) at the request of the Local Authority to meet basic-need sufficiency and only numbers associated with basic need sufficiency will be eligible for funding.
- The request for additional places from the Authority has come within the normal admissions round and relates to the school's year 7 intake i.e. pupils admitted at other times in year, admissions to year groups other than year 7, or pupils admitted on appeal or under the Fair Access Protocol, are not funded by the Growth Fund. Consideration of additional funding in these circumstances would be picked up by the exceptional pressures / schools in financial difficulty fund for maintained schools only.
- Funding is calculated on actual numbers and allocated only once actual October Census numbers are confirmed (so for additional pupils in September 2018, funding will be calculated and allocated on the basis of the additional costs associated with the actual number of additional pupils recorded in the October 2018 Census).
- Funding is allocated only after an assessment of the actual cost implications of the additional pupils on the school's budget for the lifetime of the process of expansion e.g. in admitting additional pupils the school evidences that it must incur additional costs in year and that these costs are commensurate with the value of additional funding that would be allocated. This assessment would be carried out at the time of the initial discussion / consultation between the Local Authority and the school or academy, and would take the form of a budget discussion with the headteacher and business manager.

Funding for eligible schools and academies will be calculated as follows:

- Where a secondary school or academy is permanently expanding by increasing the size of its year 7 for the first time in September 2018, the school / academy is allocated 80% of the value of the Key Stage 3 base amount per pupil for the additional planned intake number, for the applicable proportion of the year (for September expansions this is 7/12ths). Funding will be physically allocated in-year.*
- Where an established secondary school or academy is permanently expanding by increasing the size of existing year groups, and has already begun to expand before the start of the financial year, funding is calculated on the difference between the October 2017 Census pupil numbers and a calculation of the composite 5/12 + 7/12 numbers incorporating the school's October 2018 Census numbers. The school will then be allocated 80% of the value of the Key Stage 3 base amount per pupil for the difference between the actual and the composite calculation. At the point the school's expansion reaches Key Stage 4, 80% of the Key Stage 4 base £app will be used.*
- Where a secondary school or academy has been asked to take a year 7 bulge class (one off temporary PAN increase) of any size, funding is allocated on the same basis as for new permanently expanding schools above; at 80% of the Key Stage 3 base amount per pupil value for the planned additional admission number for the relevant proportion of the financial year. This is a one off allocation. In the following financial year, no additional funding is allocated; this additional class is automatically funded within the school's / academy's normal revenue budget.*

* Please note that, due to the fluidity within current forecasts of September 2018 pupil numbers in the secondary phase and in the numbers of additional pupils that will be admitted, all Growth Funding allocations to secondary schools and academies (both new and existing expansions) for the 2018/19 year will be checked against actual October 2018 Census numbers before being confirmed. This is a slightly different approach for existing expansions from what was set out in the autumn 2017 consultation.

Details of the Item for Consideration

This paper asks members to consider allocations from the Primary Growth fund to 2 primary schools that are expanding for the first time from September 2018; the funding will support an increase in provision as follows:

- **All Saints Ilkley Primary School** will increase in admission number (permanently) from 45 to 60 pupils from September 2018, resulting in an allocation of **£19,233** in 2018/19 and then indicatively on an annual basis until the school is fully established at 2 forms of entry *.
- **Poplars Farm Primary School** will increase in admission number (permanently) from 30 to 60 pupils from September 2018, resulting in an allocation of **£38,465** in 2018/19 and then indicatively on an annual basis until the school is fully established at 2 forms of entry *.

Please note that allocations for expansions in the secondary phase at September 2018 will be presented to the Schools Forum for agreement in October (following the confirmation of October Census numbers). Indicative values will be provided to schools and academies prior to this for their planning purposes. * Please also note that the ESFA is currently reviewing the methodology for the allocation of Growth Funding under National Funding Formula and this may affect the values of allocations for individual growing schools in future financial years.

Implications for the Dedicated Schools Grant (DSG) (if any)

The Forum has set aside the following values of Growth Fund for new expansions during 2018/19:

- Primary £314,131
- Secondary £700,000

The remaining balance of the Primary Growth Fund in 2018/19, after the 2 allocations set out above, will be £256,433. No allocations have yet been formally agreed by the Schools Forum from the Secondary Growth Fund (will be presented in October).

How does this item support the achievement of the District's Education Priorities

The Local Authority has a duty to ensure that sufficient high-quality provision is available to meet the needs of all Bradford District children.

Allocations of funding from the Growth Fund are necessary to support schools and academies throughout their expansion in order that the District meets the demands of the local population.

Recommendations

Primary Forum members are asked to agree to allocate a total of £57,698 from the Primary Growth Fund to the following schools in 2018/19:

- All Saints Ilkley Primary School £19,233
- Poplars Farm Primary School £38,465

List of Supporting Appendices / Papers

None.

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SCHOOLS FORUM AGENDA ITEM

For Action

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For Information

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Brief Description of Item (including the purpose / reason for presenting this for consideration by the Forum)

This report provides an update on a number of matters relating to the 2018/19 Dedicated Schools Grant.

Date (s) of any Previous Discussion at the Forum

The Schools Forum made its recommendations on the 2018/19 DSG on 10 January 2018. An update on DSG matters was presented at the last Forum meeting.

Background / Context

See the details for consideration below.

Details of the Item for Consideration

Confirmed 2017/18 Year End DSG Block Balances (Reserves / One Off Monies)

The table below presents the balances by DSG Block that were estimated to be held at the end of the 2017/18 financial year (this estimate was calculated in November 2017 and reported in Document IA December 2017) alongside the equivalent actual balances (£10.541m) that have now been confirmed following the closure of the financial year at 31 March 2018.

	Schools Block	High Needs Block	Early Years Block	Total DSG
Forecast	£4.775m	£1.631m	£1.523m	£7.930m
Actual	£5.672m	£2.943m	£1.925m	£10.541m
Difference	+ £0.897m	+ £1.312m	+ £0.402m	+ £2.611m
% Difference	0.2%	2.2%	0.9%	0.5%

Members are asked to note / are reminded more generally:

- It is usual for underspends to be created within the DSG allocation process. This is because certain expenditure is estimated at the start of the year and the Forum has always taken a prudent approach to managing cost pressures. A normal part of the DSG allocation process then in previous years has been a reconciliation of planned vs. actual spending. Any balance from the net position of over / under spends has been added to the DSG headroom, to be spent on a one off basis in the following year. This funding is available on a one off basis only. When previously considering such funds, the Forum has sought to avoid allocating this to meet on-going expenditure.
- Forecasted DSG unspent balances are now separated into the Blocks structure, rather than being shown as a single figure. DSG reserves can be used across all Blocks. In practical terms however, under National Funding Formula, it is now useful for the DSG's 'reserves and underspends' to be presented on a Block-specific basis. This is also specifically necessary following our establishment of the principle of ring-fencing of the Early Years Block. The starting assumption will now be that the reserve attributed to each Block is spent on pressures within that Block unless a specific decision is taken to transfer reserves between Blocks. To stress, the DSG Regulations permit reserves to be used across all the Blocks. What we are establishing here is a locally determined informal Block ring-fencing policy for reserves.
- No reserve from the 2017/18 financial year is attached to the Central Schools Block as this is a newly established Block at 1 April 2018. Reserves here sit within the Schools Block.
- In line with the Forum's discussions and recommendations, the High Needs Block 'reserve' should be viewed as a transition fund to enable the successful delivery of structural change. This will be discussed by the newly established 'High Needs Block Steering Group'.
- The Schools Forum will receive, as normal in the autumn term, an analysis of the forecasted position of DSG balances / one off monies at the end of the 2018/19 financial year. Members are reminded that, as a result of the error made by the ESFA in the processing of FSM data, a sum of £0.052m is unallocated within the 2018/19 Schools Block. Members are also reminded that the cost to the DSG Schools Block in 2018/19 of business rates in schools and academies is currently estimated to be £0.64m lower than the initial forecast included within the Schools Block figures presented to the Schools Forum on 10 January 2018. The main reason for this reduction is the final confirmation of the lower business rates cost for schools that converted to academy status during 2017.

Details of the Item for Consideration

Members are asked to note more specifically regarding 2017/18 year end DSG balances:

- £0.699m within the £5.672m Schools Block balance is the net position of de-delegated funds. As such, the net position of de-delegated funds is a surplus balance, which is ring-fenced and carried forward. Please note that, in the forecast, the net position of de-delegated funds was estimated to be smaller (£90k) and the increase in surplus is mainly the result of less spend than forecasted in the maternity / paternity insurance scheme fund after November 2017.
- £0.515m of the £5.672m Schools Block balance is from the under spending of the Growth Fund. This is as was forecasted and presented to the Schools Forum in December 2017. The £0.515m is carried forward and ring-fenced at this stage for Growth Fund spending. The Schools Forum will be asked to review the position of the Growth Fund as part of the 2019/20 DSG budget setting round.
- There is no net deficit at 31 March 2018 in centrally managed items that are now transferred to the Central Schools Block or in retained funds within the Early Years Block.
- The difference in the Early Years Block (+ £0.402m) is reflective mostly of the uncertainty at the time the forecast was calculated in the delivery of the extended 30 hours 3&4 year old entitlement, which was established in September 2018, as well as an under spending in the EYIP fund.
- The difference in the High Needs Block (+ £1.312m) is primarily the result of lower than forecasted growth in occupancy of places and lower spend than forecasted on mainstream EHCPs and out of authority placements, where the initial prudent forecast was informed by the spend growth profile between autumn and spring in previous years. Actual spend growth between November 2017 and March 2018 was lower than has been over the same period in previous years.

Formula Funding Development Work Within 2018/19

As reported to the last Schools Forum meeting, development work is currently taking place in the following areas. Reviews are progressing:

- Further development of the basis of allocation of the Early Years Inclusion Fund (EYIP) within the Early Years Block.
- The delivery of the agreed cessation, from 1 September 2018, of the High Needs Block's funding of top up for placements of non-EHCP pupils in alternative provisions.
- The establishment / refinement of local agreements (especially in the primary phase) to enable and control the flow of monies where pupils are permanently excluded from mainstream schools and academies, in support of the SEMH review.

2019/20 DSG & Formula Funding

We await DfE announcements, expected later in the summer term, on directed national changes to DSG and formula funding requirements for 2019/20. We do not expect further widespread significant change. Now that we have fully moved to National Funding Formula within our Schools Block, as well as having established an Early Years Single Funding Formula that is compliant with the DfE's requirement for a universal base rate, the amount of 'directed' change that we need to manage for the 2019/20 cycle should be limited. However, there may be targeted changes in specific areas that we may need to manage, including Growth Funding arrangements within the Schools Block.

We have identified areas of our DSG allocation that we wish to review locally for 2019/20 and we will progress these within the normal review cycle, with any proposals for changes being presented to the Schools Forum via the standing sub groups in early autumn in advance of wider consultation. It is anticipated that the value of the Minimum Funding Guarantee for primary and secondary schools, and base rates of funding for early years, will again be key decision items. Most formula review for 2019/20 is likely however, to focus on High Needs Block (HNB) matters, both the mechanisms for allocation and affordability. The 're-financing' within the DSG of certain HNB items may come into this development work (by 're-financing' we mean looking again at the source of funding of an item, where is it possible for this item to be funded from a Block other than the High Needs Block). This will be captured in discussions with the newly established HNB Steering Group.

We still await the DfE's consultation on the future funding of maintained nursery schools (the DfE stated that it would further consult following its initial publication of the national early years funding reforms in autumn 2016). 2019/20 is the final year of currently announced specific additional funding support within the DSG for maintained nursery schools.

As reported to the last Schools Forum meeting, the Authority is currently engaged, with the District Achievement Partnership, in a piece of work looking at the position of top up funding for the special schools sector, aimed at a closer assessment of whether the children currently in special schools in Ranges 4D - 4A (mainstream ranges) have been placed in the funding bands appropriate to their needs and then, more holistically, how the ranges descriptors and ranges funding model can or should be developed to better target funding according the needs of pupils. This work may have implications for our Ranges Model, and the funding of special schools, going forward.

Implications for the Dedicated Schools Grant (DSG) (if any)

As set out in the report (this is an item for information)

Recommendations

The Schools Forum is asked to consider and to note the information provided in the report.

List of Supporting Appendices / Papers (where applicable)

None

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SCHOOLS FORUM AGENDA ITEM

For Action



For Information



Brief Description of Item (including the purpose / reason for presenting this for consideration by the Forum)

To ask the Schools Forum to endorse the collaborative approach to re-procuring the next iteration of the Bradford Learning Network (BLN) internet and learning provision.

Date (s) of any Previous Discussion at the Forum

The current contract (BLN3) runs from April 2016 to March 2019. The Schools Forum endorsed this collaborative approach in February 2015 and received a further status update provided in October 2015.

Background / Context

The Bradford Learning Network (BLN) is the name for the internet and learning resources network used by in excess of **80% of Bradford Schools, Academies and Free Schools**. The BLN was initially established in 2001 following a school-led procurement process, aimed at providing all Bradford schools with access to fit for purpose and cost effective broadband connectivity. The BLN provides schools with access to a fast, filtered and secure internet connection. The BLN have also worked with schools to achieve substantial discounts on collaborative purchases relating to online content such as EducationCity, where schools have made significant combined savings over the length of the various BLN contracts.

BLN1: The original costs for the first iteration of the BLN service were previously subsidised under Central Government funding. This subsidy ceased in March 2012.

BLN2: The second iteration was procured in 2012 through the Central Government Managed Telecommunications Convergence Framework ("MTCF") with endorsement and partial funding from Schools Forum - the Schools Forum agreed to allocate a sum of £1,133,000 (on a one-off basis) from available DSG balances to support the costs of the renewal. This cost would have normally fallen to school / academy delegated budgets. However, "up front" payment from the DSG for the 3.5 year contract enabled the District to make a £956,000 saving on the total contract cost. At the same time, separately from the BLN, the Forum agreed to make provision from the DSG for the introduction of ESAFE software into all schools and academies across the District, at a cost of £250,000 for a 3.5 year contract.

BLN3: The third, current, iteration was procured in 2016 as a 3-year contract under the regional Yorkshire & Humber PSN (Public Services Network) framework with endorsement and agreement from Schools Forum, including the use of £400,000 of remaining reserves carried forward from BLN2 at the time, and covering the costs of capital investment in key central infrastructure to enable monitoring, firewalling, and protection of internal services. On average BLN3 delivered a 15% saving to individual schools on their broadband connection charges.

The BLN3 contract expires at the end of March 2019 and, with the approval of the BLN's **School Reference Group** (SRG) and **Technical Reference Group** (TRG), the BLN Team are proposing to undertake a re-procurement exercise to allow Bradford schools continued access to the BLN provision through the creation of BLN4, which is currently forecast to produce savings in the region of £0.5m when compared to the £3.6m spend under the current 3-year BLN3 contract. These savings will be directly passed on to schools in the form of further reductions to their broadband connection charges and a reduction in the per pupil per annum subscription charge.

Details of the Item for Consideration (continued)

The BLN is **NOT** requesting any direct or additional funding for the next contract (BLN4), but is seeking the continued endorsement of the Schools Forum – as with the previous iterations of BLN – to the established collaborative approach for internet and learning provision across Bradford Schools.

Re-procurement of the BLN provision from April 2019

The BLN School Reference Group (SRG) consists of representation of Headteachers, Deputy Heads, Business Managers, School Governors, School Governor Services. The Technical Reference Group (TRG) consists of network managers from both Primary and Secondary settings. The role of the TRG is to ensure the BLN solution meets the needs of schools from a technical perspective. The SRG provides governance to the BLN to ensure the BLN is delivered in a cost-effective way meeting financial and operational objectives outlined in SLAs with third party organisations and contracts with schools. Through feedback from surveys to schools, consultation with TRG and an independent assessment of the current market, SRG approved the initiation of a re-procurement of the BLN in the form of BLN4.

To maximise the full potential of school funds, the procurement will either be run through the successor to the Yorkshire & Humber Public Sector Network (YHPSN) Framework, or via the Crown Commercial Services Network Services Framework (“NSF”). These are both pre-competed frameworks and remove the need for the BLN to run a costly and time consuming open tender/procurement through the EU.

As part of BLN3 the SRG and Schools Forum approved the use of remaining reserves (£400,000) to support the continuation of the BLN2 contract beyond March 2016. Similarly the BLN team and SRG are applying the same mechanism for the transition from BLN3 to BLN4, with BLN3 generated and earmarked reserves currently forecast at approximately £270,000 (subject to the final account at the end of the current, final year of BLN3).

These earmarked reserves accumulated over the BLN3 contract term will be used to allow on-going support and maintenance of the central infrastructure (extending the return on investment made at the start of BLN3), and also refresh of devices at school locations. This will ensure that the BLN infrastructure continues to deliver its objectives through the next 3 year contract. This will include on-going support and maintenance of core firewalls, the DNS solution and a replacement of the schools’ edge filtering and firewall devices to those schools who subscribe to BLN4.

The TRG continue to input to, and review, the technical design of BLN4 and will continue to support the BLN team with the implementation plan. The BLN4 contract will continue to be designed in such a way as to enable schools to create a bespoke solution that meets their individual needs and will be designed and priced accordingly.

The SRG will meet on 7 June 2018 to approve the final charging model to schools for BLN4. Under BLN3 this was a lump sum depending on the connection size and £6 per pupil. The proposed BLN4 model is based on the same principle with an anticipated reduction in the lump sum for connections and a further reduction in the per pupil annual fee. The model still allows for some earmarked reserves to be accrued by the end of the BLN4 contract, and the value of this will be dependent on the final supplier pricing through the chosen procurement route (largely based on value for money and provider capability assessments). All income and expenditure lines have been scrutinised by SRG to ensure they continue to offer value for money for schools.

Full information on the BLN4 offering will be with schools starting from 21 June 2018. The BLN will also provide information on the current contract including usage statistics and a recommendation for their future provision to assist their decision making.

Schools will be required to sign their new 3-year contracts by 12 October 2018 to enable the City of Bradford Metropolitan District Council (CBMDC) to sign the associated supplier contract for those schools subscribing and to guarantee a smooth transition from BLN3 to BLN4 by the end of March 2019. These contracts will commence 1 April 2019 and expire on 31 March 2022. The individual School contracts will be approved by SRG, individual Academy Trusts, and the CBMDC legal team to protect both schools and CBMDC. There are no fundamental changes from the contract signed by schools for the current BLN3 provision, other than the acknowledgement of a more robust arrangement between CBMDC and Academy Trusts (now being separate legal entities).

In the unlikely event of a school not wishing to continue with their BLN subscription, these timescales will enable schools to run their own procurement process and arrange for their new service to be installed before the end of the current contract.

Implications for the Dedicated Schools Grant (DSG) (if any)

None

How does this item support the achievement of the District's Education Priorities?

BLN4 will continue to provide schools with secure access to the Internet, email and online storage and enable them to quickly and safely access and utilise any online learning content, learning communities and collaborative spaces relevant to their needs. The ability to share and access reliable and quick online content will support schools to improve literacy and teaching and learning across all phases, support effective communication and collaboration, raise achievement in underperforming groups and develop school to school capacity. BLN4 will support schools with their safeguarding agendas to ensure that the use of connected technologies in their school is done safely, reliably and legally making use of suitable filtering / monitoring technology and enabling schools to identify strengths and areas of development with regard to whole school (e)Safeguarding.

Recommendations

The School Forum is asked to endorse this collaborative approach to the procurement of fast, filtered and safe internet provision for schools enabling equity of access for all students across the District regardless of location, type (Maintained, Academy, or VA) or size of school. This also reflects the ongoing delivery of value-for-money and achievement of year-on-year savings to individual schools/Trusts through an aggregated, volume-based procurement undertaken by CBMDC, and continuation of the BLN service into its next iteration up to 2022.

List of Supporting Appendices / Papers (where applicable)

(None)

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SCHOOLS FORUM AGENDA ITEM

For Action ☐

For Information ☒

Brief Description of Item (including the purpose / reason for presenting this for consideration by the Forum)

This report shows the position of revenue balances held by maintained schools at 31 March 2018. The report also provides information on schools' reporting of surplus balances and a further update on the anticipated volume of conversions of maintained schools to academy status in Bradford and the likelihood of liabilities resulting from the conversion of schools holding deficit budgets.

Date (s) of any Previous Discussion at the Forum

The Forum received information on the position of school balances held at 31 March 2017 on 5 July 2017.

Background / Context

The financial year for maintained schools runs from 1 April to 31 March. At the end of each financial year, schools are required to 'closedown' their accounts and to finalise the values of revenue and capital balances held at this point. This information is forwarded to the DfE and is publicly published. The Authority's Deficit Budget Protocol is in place to manage schools that hold (or forecast to hold) deficit revenue balances.

Maintained schools are permitted to carry forward surplus revenue balances. However, maintained schools with revenue balances of a value in excess of 4% (Secondary) or the greater of £60,000 or 6% (all other schools) of funding must comply with the Authority's Surplus Balances Protocol, which requires schools to assign the values of excess balances to spend on permitted schemes.

Details of the Item for Consideration

Please see Appendix 1 for a full list of school balances at 31 March 2018. Unfortunately, we are not able at this time to separate within the figures the values of balances held by each school that relate to collaborative arrangements. This information will not be available until final CFR returns have been submitted by schools in early June. The table below summarises the overall positions for each phase and gives a comparison against the absolute positions at 31 March 2017.

	March 2018	March 2017	£ Difference
Nursery	£853,790	£658,544	+ £195,246
Primary	£6,693,814	£8,579,706	- £1,885,892
Secondary	- £1,537,811	- £634,646	- £903,165
Special	£654,155	£354,372	+ £299,783
PRUs	£457,141	£666,466	- £209,325
Total	£7,121,089	£9,624,441	- £2,503,352

Please note that the totals above are affected by the reduction in the number of maintained schools as schools convert to academy status. Balances held by academies are not included within the Authority's reporting. At 31 March 2018, 8 fewer schools were maintained by the Local Authority than at 31 March 2017 (including the amalgamation of 2 maintained schools at September 2017). The 7 schools that have converted to academy status during 2017/18 held revenue balances in total of £0.518m at 31 March 2017.

Surplus Balances Protocol

The current Surplus Balances Protocol, which has been in place since March 2014, has been implemented with the main purpose of further supporting / encouraging schools to maximise the spending of their resources in support of raising standards. The two key aspects of the Protocol are:

- a) Thresholds of 4% (Secondary) and the greater of 6% or £60,000 (all other phases, but with additional flexibility for high needs providers) apply.
- b) The types of expenditure for which balances above the thresholds can be held are restricted to the following:
 - A revenue contribution to an agreed capital scheme, only where capital resources are not sufficient.
 - A revenue contribution to a 'spend to save' scheme, including energy efficiency schemes.
 - Balances earmarked to support the costs of the review of contracts of a significant value, where expenditure is not even year on year, including Building Schools for the Future.
 - Managing the costs of expansion of pupil numbers.

Details of the Item for Consideration

- Managing financial difficulties associated with a budget reduction in the following financial year, resulting from either a significant reduction in pupil numbers or a loss or significant reduction of a specific funding stream.
- Managing exceptional circumstances in such a way as to avoid significant financial turbulence that may impact on standards. This may include, for example, outcomes of HR processes.

In terms of impact, firstly we might expect to see a reduction over time in the values of revenue balances held by schools. The table below shows an analysis of the balances positions by phase, having removed the 'distorting' effect of the conversion of maintained schools to academies during 2017/18:

	March 2018	March 2017	Difference
Nursery	£853,790	£658,544	+ £195,246
Primary	£6,693,814	£8,128,811	- £1,434,996
Secondary	- £1,537,811	- £634,646	- £903,165
Special	£654,155	£287,686	+ £366,469
PRUs	£457,141	£666,466	- £209,325
Total	£7,121,089	£9,106,861	- £1,985,772

The gross value of total surpluses held at 31 March 2018 is £10.441m (vs. £11.467m at March 2017). The gross value of deficits is £3.320m (9 schools) (vs. £2.360m and 8 schools at March 2017).

The table above, and Appendix 1, show a mixed picture:

- The gross value of surplus balances at March 2018 held by the secondary sector is roughly the same as held at March 2017. However, this sector is in deficit overall, due to the position of 1 school. 2 further maintained secondary schools hold deficit balances. £0.6m of the total gross surplus for this sector is held in IUB Schemes in support of contractual costs settlement (BSF).
- A reduction in the total value of balances held by primary schools, but a mixed picture, with 60 schools reducing and 40 schools increasing their balances. 6 schools hold a revenue deficit (compared with 4 schools at March 2017).
- A reduction overall in the value of balances held by the PRUs, mostly explained by the reduction in the balance at 1 PRU with the progression of building works (and the related revenue contribution to capital).
- An increase overall in the total value of balances held by special schools, largely the result of the decision to support the deficit position of 1 school from the DSG.
- An increase overall in the total value of balances held by nursery schools, with 5 schools increasing and 2 schools decreasing their balances.

The table below shows the number of schools by phase by revenue balance as a % of funding at March 2018:

	Nursery	Primary	Secondary	Special	PRUs
Deficit	0	6	3	0	0
Up to 1%	0	9	1	0	1
1% - 2%	0	11	0	0	0
2% - 4%	0	18	1	1	1
4% - 6%	0	37	1	1	1
6% - 8%	0	14	0	0	0
8% - 10%	0	2	1	2	0
10% - 20%	5	3	0	0	3
> 20%	2	0	0	0	1

This table shows how this position has changed from that at March 2017 (adjusted for academy conversions):

	Nursery	Primary	Secondary	Special	PRUs
Deficit	no change	+ 2	no change	- 1	no change
Up to 1%	no change	+ 7	+ 1	no change	+ 1
1% - 2%	no change	+ 1	- 1	no change	no change
2% - 4%	no change	- 5	- 1	no change	- 1
4% - 6%	no change	- 2	+ 1	+ 1	+ 1
6% - 8%	- 1	+ 3	no change	- 1	- 1
8% - 10%	- 1	- 5	no change	+ 1	no change
10% - 20%	+ 3	- 1	no change	no change	+ 1
> 20%	- 1	no change	no change	no change	- 1

Details of the Item for Consideration

The table below shows the median average value of net balance by phase:

	Median Mar 2018	Median Mar 2017	Change
Nursery	£117,050	£89,738	+ £27,312
Primary	£61,546	£63,769	- £2,223
Secondary	£20,178	£99,928	- £79,750
Special	£159,132	£89,947	+ £69,185
PRUs	£56,076	£58,099	- £2,023
Total	£63,361	£64,108	- £747

At 31 March 2017 (last year), 30 maintained schools held balances above their Intended Use of Excess Balances Thresholds, with a total value of balances above these Thresholds of £1.83m. After legitimate adjustments, such as for balances held on behalf of other schools, external ring-fenced grants and later notification of funding payments, 20 maintained schools held what the Council's Surplus Balances Protocol defines to be an 'excess' balance, at a total value of £1.36m. 23 schools returned schemes, with the total value of schemes adding up to £1.91m.

The equivalent position at 31 March 2018 is 27 schools (-3) are holding balances above their Thresholds, at total value of £1.40m (-£0.43m). After legitimate adjustments have been made, 15 schools (-5) are holding what the Council's Surplus Balances Protocol defines to be an 'excess' balance, at a total value of £0.71m (-£0.65m). 15 schools (-8) have returned 17 schemes, with the total value of schemes adding up to £0.98m (-£0.93m). A breakdown of schemes by type is shown in the table below:

Type of Scheme	No. of Schemes	Total Value of Schemes
1 Revenue Contribution to Capital Scheme	8	£210,157
2 Revenue Contribution to Spend to Save	0	£0
3 Contracts Review (including BSF)	3	£678,237
4 Managing Places Expansion	1	£13,000
5 Managing Budget Reduction	5	£82,313
6 Managing Exceptional Circumstances	0	£0
Total	17	£983,707

All schemes are planned to be completed by 31 March 2018. Of the 15 schools holding an excess balance at 31 March 2018, all appear to have properly assigned the value of excess and therefore, there are currently no proposals for clawback.

Our initial conclusions from a simple analysis of the balances and Intended Use of Balances reporting positions at 31 March 2018 are that the Council's revised Surplus Balances Protocol continues to have an impact:

- No schools have breached their Thresholds without having assigned an appropriate value of balance to schemes, continuing to evidence that the quality of financial planning and monitoring is continuing to improve.
- The number of schools above their Thresholds at 31 March 2018 has reduced from 30 to 27 and the value of balances held by these schools above their Thresholds has also reduced.
- The total value of balances held by schools has reduced. It is expected that balances will reduce further during 2018, especially where the sums currently being held for specific commitments are spent.

We must recognise however, that the tighter financial climate is a very significant factor behind the reduction in the values of balances and in the numbers of maintained schools holding balances above Threshold. 57% of maintained schools reduced the sizes of their balances during 2017/18 (had 'in year' deficits) compared with 60% during 2016/17.

The continued conversion of maintained schools to academy status will also continue to reduce the values of balances held by schools recorded within the Council's financial accounts.

Academy Conversions / School Closures / IUB - General Context and Framework (reminder)

- Deficit budgets on the closure of a maintained school revert back to the Local Authority and may be charged to the DSG if de-delegated arrangements operate to enable this. Surplus balances are credited to the DSG.
- Any claw back of surplus balances from maintained schools through the Intended Use of Balances process increases the amount of funding available to the Schools Budget in the DSG.

Details of the Item for Consideration

- On the conversion of a maintained school to academy status:
 - a deficit of a maintained school that is a 'converter' academy is transferred to the academy trust (so there is no liability on the Local Authority nor the DSG). Any surplus balance is also transferred.
 - a deficit of a maintained school that is a 'sponsored' academy reverts back to the Local Authority and may be charged to the DSG if de-delegated arrangements operate to enable this. Where the Secretary of State issues an Academy Order following an application from the maintained school's governing body, the law requires that the surplus balance must transfer to the academy trust. However, where the Secretary of State issues an Academy Order in respect of a school eligible for intervention, the surplus remains with the Local Authority, though the surplus can be transferred to the academy trust.

Implications for the Dedicated Schools Grant (DSG) (if any)

Members received an update on the position of balances in relation to academy conversions on 14 March 2018. An update on the position presented then is as follows:

- The Local Authority has now completed the financial close of all the 6 maintained schools that converted to academy status between April 2017 and March 2018. 1 of these closed with a small deficit balance. This is a converter academy and the Authority has processed this as such with the ESFA and the value of this deficit has been repaid.
- The Local Authority is now processing the financial closures of 3 more conversions that took place at 1 May 2018. All 3 of these schools are expected to close with surplus balances.
- There have been 49 conversions in total since September 2015. The number of conversions in 2017/18 (6) was substantially lower therefore, than the number that took place in the previous year. There have only been 3 conversions so far in 2018/19.
- We have 122 maintained schools at 1 May 2018. We have immediate sight of around 20 schools that are planning conversion / may convert / are likely to convert over the next 12 months. The position is moving regularly. We would expect 6 of the 20 to be regarded as sponsored academies, where any deficit would be retained by the Local Authority. 2 of these schools held revenue deficit balances at 31 March 2018 and there is risk that these deficits will be present on conversion. Forum members are reminded that a de-delegated fund of £150,000 has been established to be available to cover the values of deficits in the primary phase.

Further information will be presented verbally on the early 'risk' messages and trends coming from the Authority's analysis of 2018/19 budget submissions from maintained schools in advance of more detailed report to be tabled at the July Forum meeting.

How does this item support the achievement of the District's Education Priorities

Schools maximising their resources in support of raising standards.

Recommendations

The Schools Forum is asked to note the information provided on maintained school balances.

List of Supporting Appendices / Papers (where applicable)

Appendix 1 – Summary of Maintained School Revenue Balances at 31 March 2018

Contact Officer (name, telephone number and email address)

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School	Total Revenue Balance March 2018	Total Balance as a % of Funding	Value Above or Below IUB Threshold	Total Revenue Balance March 2017	Cash Growth / Reduction in Balance
Abbey Green Nursery School	50,247	12.1%	(9,753)	32,886	17,360
Canterbury Children's Centre and Nursery School	87,343	10.2%	27,343	47,948	39,395
Hirst Wood Nursery School	54,968	13.4%	(5,032)	104,546	(49,578)
Lilycroft Nursery School	125,000	18.8%	65,000	89,738	35,262
Midland Road Nursery School and Children's Centre *	117,050	18.0%	57,050	61,370	55,680
St Edmund's Nursery & Children's Centre *	300,891	27.4%	240,891	197,837	103,055
Strong Close Nursery School and Children's Centre	118,291	21.2%	58,291	124,219	(5,928)
TOTAL NURSERY SCHOOLS	853,790	18.4%		658,544	195,246

School	Total Revenue Balance March 2018	Total Balance as a % of Funding	Value Above or Below IUB Threshold	Total Revenue Balance March 2017	Cash Growth / Reduction in Balance
Addingham Primary School	49,005	5.5%	(10,995)	57,040	(8,035)
All Saints' CE Primary School (Bradford)	110,006	3.4%	(80,849)	234,810	(124,804)
All Saints' CE Primary School (Ilkley)	95,839	7.8%	22,494	110,748	(14,909)
Ashlands Primary School	99,409	5.4%	(8,687)	108,069	(8,660)
Baildon CE Primary School	107,233	6.7%	9,793	78,376	28,858
Bankfoot Primary School	1,610	0.1%	(81,613)	140,058	(138,448)
Ben Rhydding Primary School	4,094	0.5%	(55,906)	10,798	(6,704)
Blakehill Primary School	79,758	4.7%	(22,174)	100,646	(20,888)
Bowling Park Primary School	200,506	6.0%	(1,832)	327,671	(127,165)
Brackenhill Primary School	118,354	5.4%	(14,310)	105,119	13,235
Burley & Woodhead CE Primary School	78,661	9.3%	18,661	56,052	22,609
Burley Oaks Primary School	86,995	5.7%	(5,566)	127,572	(40,578)
Byron Primary School	198,339	6.2%	6,323	187,858	10,481
Carrwood Primary School	138,944	5.2%	(20,746)	182,526	(43,582)
Cavendish Primary School	23,475	1.0%	(115,843)	21,044	2,431
Clayton Village Primary School	78,053	7.5%	14,766	58,569	19,484
Cottingley Village Primary School	75,144	4.2%	(32,639)	102,948	(27,804)
Crossflatts Primary School	79,680	4.0%	(37,437)	103,321	(23,641)
Crossley Hall Primary School	194,006	6.1%	11,564	174,186	19,819
Cullingworth Village Primary School	35,547	3.1%	(32,610)	46,334	(10,787)
Eastburn Junior and Infant School	217	0.0%	(59,783)	20,121	(19,904)
Eastwood Primary School	91,652	4.1%	(47,517)	139,299	(47,646)
Eldwick Primary School	84,476	4.7%	(23,832)	87,933	(3,457)
Fagley Primary School	74,630	5.0%	(13,759)	49,462	25,168
Farfield Primary School	115,612	5.1%	(22,112)	332,592	(216,980)
Farnham Primary School	5,211	0.2%	(133,164)	1,558	3,653
Fearnville Primary School	69,251	3.2%	(57,333)	117,532	(48,281)
Foxhill Primary School	14,734	1.5%	(45,266)	36,502	(21,769)
Frizinghall Primary School	112,103	5.7%	(7,618)	111,000	1,103
Girlington Primary School	131,134	5.4%	(13,344)	147,285	(16,152)
Glenaire Primary School	53,517	4.9%	(12,957)	69,066	(15,549)
Greengates Primary School	34,019	3.1%	(32,477)	28,988	5,031
Grove House Primary School	(35,761)	-1.8%	(152,808)	25,711	(61,472)
Heaton St Barnabas' CE Primary School	89,077	4.8%	(23,354)	79,997	9,080
Hill Top CE Primary School	62,084	5.7%	(2,851)	79,807	(17,723)
Hollingswood Primary School	26,567	1.4%	(89,687)	36,512	(9,946)
Holycroft Primary School *	145,458	7.2%	24,185	138,099	7,359
Home Farm Primary School	122,751	5.9%	(1,925)	96,153	26,598
Hoyle Court Primary School	28,176	2.2%	(47,044)	13,521	14,655
Idle CE Primary School	37,105	3.0%	(35,697)	20,185	16,920
Ingrow Primary School	123,566	6.3%	5,133	166,094	(42,528)
Keelham Primary School	61,008	10.2%	1,008	63,431	(2,423)
Keighley St Andrew's CE Primary School	111,147	5.7%	(5,588)	118,489	(7,341)
Killinghall Primary School	163,541	5.1%	(27,008)	152,544	10,997
Knowleswood Primary School	6,914	0.3%	(143,253)	56,496	(49,581)
Laycock Primary School	91,813	13.9%	31,813	51,146	40,667
Ley Top Primary School	107,785	6.1%	1,841	99,512	8,273
Lidget Green Primary School	178,868	6.4%	6,893	159,649	19,219
Lister Primary School	(35,654)	-1.8%	(152,609)	13,221	(48,875)
Long Lee Primary School	77,089	3.9%	(38,109)	94,321	(17,232)
Low Ash Primary School *	137,054	7.2%	23,051	132,283	4,771
Low Moor CE Primary School	116,402	6.8%	14,161	94,786	21,616
Lower Fields Primary School	45,143	2.0%	(92,632)	90,891	(45,749)
Marshfield Primary School	116,546	5.8%	(3,966)	114,324	2,222
Menston Primary School	90,039	5.8%	(1,913)	64,274	25,764
Miriam Lord Community Primary School	(25,604)	-1.4%	(138,686)	35,348	(60,953)
Myrtle Park Primary School	59,152	6.1%	(848)	57,431	1,721
Nessfield Primary School	(66,468)	-3.6%	(179,065)	(1,354)	(65,115)
Newby Primary School *	150,218	7.0%	22,440	128,103	22,116
Newhall Park Primary School	90,725	4.4%	(30,258)	105,528	(14,803)
Oldfield Primary School	70,474	15.6%	10,474	73,770	(3,296)
Our Lady & St Brendan's Catholic Primary School	16,485	1.6%	(46,596)	30,121	(13,635)
Parkland Primary School	19,275	1.3%	(66,297)	9,527	9,747
Peel Park Primary School	100,844	3.3%	(81,902)	108,132	(7,288)
Poplars Farm Primary School	52,543	4.9%	(11,837)	59,738	(8,195)

School	Total Revenue Balance March 2018	Total Balance as a % of Funding	Value Above or Below IUB Threshold	Total Revenue Balance March 2017	Cash Growth / Reduction in Balance
Princeville Primary School and Children's Centre	75,946	2.4%	(110,581)	102,352	(26,407)
Riddlesden St Mary's CE Primary	25,584	1.5%	(79,843)	(10,566)	36,151
Russell Hall Primary School	42,086	3.8%	(25,681)	42,546	(460)
Saltaire Primary School	11,555	0.7%	(92,841)	57,390	(45,835)
Sandal Primary School and Nursery	12,426	0.8%	(87,160)	46,732	(34,307)
Sandy Lane Primary School	30,013	2.2%	(51,341)	38,754	(8,741)
Shipley CE Primary School	28,472	2.7%	(32,405)	17,570	10,901
Silsden Primary School	127,323	5.2%	(20,392)	58,105	69,218
St Anthony's Catholic Primary School (Clayton)	63,863	5.9%	(383)	64,108	(245)
St Anthony's Catholic Primary School (Shipley)	7,288	1.1%	(52,712)	(6,723)	14,011
St Clare's Catholic Primary School	56,740	5.4%	(6,721)	52,770	3,969
St Columba's Catholic Primary School	48,612	2.5%	(73,512)	89,442	(40,830)
St Cuthbert & the First Martyrs' Catholic Primary	11,895	1.2%	(48,283)	28,006	(16,111)
St Francis' Catholic Primary School *	30,692	3.1%	(29,503)	88,655	(57,962)
St Joseph's Catholic Primary School (Bingley)	36,792	4.3%	(23,208)	40,242	(3,450)
St Joseph's Catholic Primary School (Bradford)	96,325	5.7%	(6,400)	58,665	37,660
St Luke's CE Primary School	39,061	3.8%	(22,743)	46,607	(7,546)
St Matthew's Catholic Primary School	47,235	4.1%	(22,445)	21,965	25,270
St Matthew's CE Primary School	39,425	1.9%	(82,115)	77,124	(37,699)
St Paul's CE Primary School	55,052	5.7%	(4,948)	30,890	24,162
St Peter's & St Mary's Catholic Primary School	59,026	4.9%	(12,782)	49,445	9,581
St Stephen's CE Primary School	126,706	5.7%	(6,687)	100,011	26,695
St William's Catholic Primary School	20,231	2.1%	(39,769)	37,182	(16,951)
Stanbury Village School	(10,873)	-2.1%	(70,873)	14,620	(25,493)
Steeton Primary School	37,358	3.0%	(38,247)	23,770	13,588
Stocks Lane Primary School	(33,972)	-4.4%	(93,972)	(51,226)	17,254
Swain House Primary School *	63,361	2.6%	(80,778)	88,440	(25,079)
Thackley Primary School	103,392	5.9%	(3,052)	123,126	(19,734)
Thorpe Primary School	2,018	0.2%	(57,982)	31,310	(29,292)
Trinity All Saints CE Primary School	84,889	5.6%	(7,356)	145,365	(60,477)
Wellington Primary School	5,495	0.3%	(114,275)	33,786	(28,290)
Wibsey Primary School	271,397	9.2%	94,712	384,919	(113,522)
Woodlands CE Primary School	29,498	5.7%	(30,502)	44,337	(14,839)
Worthinghead Primary School	59,537	6.1%	(463)	56,863	2,674
Wycliffe CE Primary School	14,794	1.1%	(70,044)	59,353	(44,560)
TOTAL PRIMARY SCHOOLS	6,693,814	4.0%		8,128,811	(1,434,996)

School	Total Revenue Balance March 2018	Total Balance as a % of Funding	Value Above or Below IUB Threshold	Total Revenue Balance March 2017	Cash Growth / Reduction in Balance
Bingley Grammar School *	307,326	3.5%	(40,993)	334,099	(26,773)
Carlton Bolling College	420,394	4.6%	55,880	204,201	216,193
Hanson School	(3,015,838)	-31.7%	(3,391,156)	(1,860,603)	(1,155,235)
Parkside School	(4,753)	-0.1%	(212,157)	99,972	(104,725)
St Bede's and St Joseph's Catholic College	(91,401)	-0.9%	(516,395)	(175,187)	83,787
The Holy Family Catholic School *	20,178	0.4%	(184,929)	(90,528)	110,706
Titus Salt School *	826,284	9.2%	473,650	853,401	(27,117)
TOTAL SECONDARY SCHOOLS	(1,537,811)	-2.7%		(634,646)	(903,165)

School	Total Revenue Balance March 2018	Total Balance as a % of Funding	Value Above or Below IUB Threshold	Total Revenue Balance March 2017	Cash Growth / Reduction in Balance
Beechcliffe Special School	201,398	8.6%	18,294	150,287	51,111
Chellow Heights Special School	116,866	2.6%	(185,406)	104,151	12,715
Delius Special School	234,477	9.6%	48,305	196,702	37,775
Oastler School	101,415	4.3%	(74,161)	(163,454)	264,868
TOTAL SPECIAL SCHOOLS	654,155	5.7%		287,686	366,469

School	Total Revenue Balance March 2018	Total Balance as a % of Funding	Value Above or Below IUB Threshold	Total Revenue Balance March 2017	Cash Growth / Reduction in Balance
Central PRU	51,736	5.3%	(35,026)	78,792	(27,056)
District PRU	84,718	3.2%	(149,398)	325,903	(241,184)
Education in Hospital Airedale	52,380	40.7%	(7,620)	58,099	(5,719)
Education in Hospital BRI	56,076	19.1%	(3,924)	52,549	3,527
Ellar Carr	11,911	0.7%	(94,884)	48,981	(37,070)
Primary PRU	143,288	10.5%	33,652	37,421	105,867
Tracks	57,032	13.5%	(2,968)	64,721	(7,689)
TOTAL PRUS	457,141	6.0%		666,466	(209,325)
TOTAL ALL MAINTAINED SCHOOLS	7,121,089	2.9%		9,106,861	(1,985,772)

Summary of 31 March 2018 Balances

	Nursery	Primary	Secondary	Special	PRUs	Total
No. of schools in deficit at March 2018 (Total Balances)	0	6	3	0	0	9
Total value of deficits at March 2018 (Total Balances)	0	(208,333)	(3,111,992)	0	0	(3,320,325)
No. of schools surplus > Thresholds at March 2018 (Total Balances)	5	17	2	2	1	27
Total value of surpluses > Thresholds at March 2018 (Total Balances)	448,575	319,314	529,530	66,599	33,652	1,397,669