

Minutes of a meeting of the Schools Forum held on Wednesday, 10 January 2018 in Committee Room 1 - City Hall, Bradford

Commenced 0810,
Adjourned 1000
Reconvened 1020,
Concluded 1150

PRESENT

SCHOOL & ACADEMIES MEMBERS

Ashley Reed, Brent Fitzpatrick, Dianne Richardson, Dominic Wall, Emma Hamer, Helen Williams, Ian Morrel, Kevin Holland, Mary Copeland, Nicky Kilvington, Nigel Cooper, Sally Stoker, Sue Haithwaite, Tahir Jamil, Trevor Loft, Wahid Zaman.

NOMINATED SUB SCHOOL MEMBER

Irene Docherty

NON SCHOOL MEMBERS

Donna Willoughby, Ian Murch

LOCAL AUTHORITY (LA) OFFICERS

Andrew Redding	Business Advisor (Schools)
Angela Spencer-Brooke	Strategic Manager, SEND and Behaviour
Asad Shah	Committee Services Officer
Dawn Haigh	Principal Finance Officer (Schools)
Judith Kirk	Deputy Director, Education, Employment and Skills
Michael Jameson	Strategic Director, Children's Services
Raj Singh	Business Advisor
Stuart McKinnon-Evans	Director of Finance
Susan Kuprinski	Principal Finance Officer - Schools

OBSERVERS

Councillor Pollard

Councillor Ward

Lynn Murphy

Business Manager, Feversham College

APOLOGIES

Alison Kaye, Gill Holland, Tehmina Hashmi, Sami Harzallah, Ray Tate

DIANNE RICHARDSON IN THE CHAIR

294 DISCLOSURES OF INTEREST

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- I. Declarations were received from Dominic Wall, Emma Hamer, Ian Morrel and Trevor Loft for agenda item 6 “Send Review Consultation and Wider SEMH Review”, (minute 298).
- II. During the course of the meeting, and in the interests of transparency, declarations were received from Helen Williams and Ian Murch agenda item 9 “Centrally Managed and De-Delegated Funds”, (minute 301).

ACTION: *City Solicitor*

295 MINUTES OF 6 DECEMBER 2017 AND MATTERS ARISING

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

- **Matters Raised by Schools (Item 281):** That further conversations have taken place between the Strategic Director, Corporate Services and the Forum Member that raised the issue of DOCAS and that this matter was concluded (so far as there being nothing further for the Schools Forum to discuss). The Business Advisor reported that the requested report from the Headteacher of the Virtual School is scheduled to be presented to the Schools Forum in March. The Vice Chair asked that this report gives a clear statement of the impact of the Authority’s centrally management of the Pupil Premium Plus proportion it holds and also that the report includes some information on how Bradford Council’s approach compares with that of other authorities.
- **2017/18 DSG Spending Position and One Off Monies (Item 284):** The Business Advisor referred Members to the additional report, included within the meeting pack, on the Growth Fund support for Beckfoot Upper Heaton Academy. Members did not ask any questions on this report.
- **Consultation Outcomes – Funding High Needs 2018/19 (Item 288):** This is picked up within the presentation under agenda item 6.
- **Central Schools, Early Years and De-Delegated Schools Block Funds (Item 290):** The Business Advisor explained that the requested benefit vs. cost analysis of DSG Trade Unions Facilities Time will be presented to the March Schools Forum meeting. The request for information on access to the primary behaviour centres is picked up under agenda item 6.

Resolved –

- (1) That progress made on “Matters Arising” be noted.

- (2) That the minutes of the meeting held on 6 December 2017 be signed as a correct record.

ACTION: *City Solicitor*

296 **MATTERS RAISED BY SCHOOLS**

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There were no matters raised by schools to report.

No resolution was passed on this item.

297 **STANDING ITEM - DSG GROWTH FUND ALLOCATIONS**

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

No resolution was passed on this item.

298 **SEND REVIEW CONSULTATION & WIDER SEMH REVIEW (i)**

The Deputy Director, Education, Employment and Schools and the Strategic Manager, SEND and Behaviour delivered a PowerPoint presentation, which provided an update on the SEND and SEMH reviews, the creation of places and the development of a single integrated pathway for the assessment and placement of children with EHCPs. The Deputy Director explained that the 2nd stage of consultation on the SEND Review has just been launched, having been agreed by the Executive yesterday. For reference, a copy of the report tabled at the Executive was included in the reports pack. The presentation also responded to matters raised, and additional information requested, by the Forum at its meeting on 6 December 2017.

In responding to the presentation, Members made the following main comments and asked the following main questions:

- How is the High Needs Block now funded and how does the re-designation of 2 PRU provisions increase funding? The Business Advisor explained that there is a specific factor in the new National Funding Formula, which allocates £4,000 for every child occupying a special school place in October each year. Children recorded in PRUs are not eligible for this.
- How realistic an assumption is it to have this re-designation completed by October 2019? The SEND Strategic Manager stated that this is a realistic date by which to have achieved this.

- What is the planned opening date for the new SEMH School? The SEND Strategic Manager stated that this is likely to be September 2020.
- In researching the development of a primary phase local agreement for the transfer of funding as a result of permanent exclusion, the Authority should look closely at what happens in other authorities, especially regionally.
- How will the trading model for mainstream support service recognise that providers are diverse in nature (offering early years, post 16 and post 19 provision etc)?
- The Executive report states that any cost of redundancies resulting from the SEND review will be met by the High Needs Block. Can the Authority provide a figure for how much this might be?
- Is there a willingness on behalf of the Council to review its 2014 home to school transport reform so that the transport policy better support places creation?
- How is the Authority's capital development plan now supporting both the creation of additional SEND places and the outcomes of the SEMH review?

The Vice Chair, having declared his interest, made a number of comments in response to the presentation on the SEMH review. He stressed the need to balance the requirement to secure the financial position of the High Needs Block going forward with the establishment of a framework / continuum that meets the needs of pupils effectively. He offered the view that establishing this continuum may cost more in the short term for longer term gain. He stated that it is not clear yet how the components of the continuum will line up, though the SEMH review is working to do this. The Authority and the Schools Forum need to effectively engage with colleagues on these matters and also need to be clearer about financial arrangements (including rates of charges) and the timescales for implementation. The Vice Chair stressed that the Authority must ensure that any new sponsors of provision coming into the District are the right sponsors.

An Academies Member, also having declared his interest, reiterated the point made by the Vice Chair about the right sponsors. He added that the national picture of the growth of 'stress' in the SEND system is now very clear and that the implementation of the Authority's places creation plan must not be further delayed. He offered the view that there is growing risk that, because of delay, by the time the plan is delivered it will be insufficient. He stressed the need now to review the plan in the light of the most recent demographic and needs data to ensure that places creation is future-proofed. He also stressed that action / decision / clarity (from the RSC) on the SEMH school and the position of the wave 13 free schools is now urgent.

The Chair emphasised to Members that the DSG's financial position, which is set out in reports to this meeting, is based on plans for structural change, which if not delivered are likely to significantly affect the High Needs Block in 2018/19 and going forward. Members must be alive to the level of risk that is currently present within the forecasts.

The Strategic Director, Children's Services, explained that the Authority, due to austerity, is currently engaged in change management programmes of significant volumes with overlapping consequences, in SEND, SEMH, early help, social care and transport, for example. We need to be clear about the risks and cumulative

consequences and we also need to promote collective buy in to, and involvement in, these change management programmes. He offered the view that the Schools Forum has a role in challenging the Authority on these matters, but also in challenging and lobbying education colleagues regionally and nationally. The Born in Bradford and Opportunity Area (Research School) data will help this lobbying.

Resolved –

That information be presented to the Schools Forum at the next meeting in response to the requests and comments made by Members that are recorded in the minutes of this meeting following the presentation on the SEND and SEMH reviews given under agenda item 6.

299 **UPDATE ON THE 2018/19 DSG FUNDING POSITION (i)**

The Business Advisor (Schools) presented a report, **Document II**, which updated members on the position of the Dedicated Schools Grant for the 2018/19 financial year. This was a main reference document for this meeting.

The Business Advisor explained in detail the forecasted DSG position and highlighted for Forum Members the main changes, increases and reductions in income and expenditure contained within this. He also explained the Block ‘ring-fencing’ principles that have been employed. Referring to previous discussions about the targeted use of DSG reserves, the Business Advisor highlighted the proposal to use reserve within the Early Years Block to support the 3&4 year old funding rates. The Business Advisor, again referring to previous discussions, highlighted for Members the proposal to use the headroom within the new Central Schools Block to enable the transfer of currently High Needs Block funded activities (which can legitimately be charged to the Central Schools Block). He also highlighted the proposed transfer of funding responsibility for Early Years Inclusion fully into the Early Years Block. He emphasised that there is no proposed transfer of monies from the Schools Block to the High Needs Block in 2018/19. He also emphasised that the cost of business rates within the Schools Block for 2018/19 is currently estimated and includes a small contingency to ensure sufficient provision is made. The Business Advisor explained that the position of the High Needs Block is forecasted on a series of estimates and assumptions, including on the outcomes of the SEND and SEMH reviews.

A Member asked whether the structural overspend in the Early Years Block is something that should be dealt with now. The Business Advisor responded to explain the strategy for the limited and short term use of DSG reserve, which was set out initially in autumn 2016. He explained that there isn’t a structural issue at DSG level as when the reserves drop out (after 2019/20) the expenditure drops out too.

Resolved –

That the information contained in Document II be noted.

300 **UPDATE 2017/18 CENTRALLY MANAGED FUNDS SPENDING POSITION (i)**

The Business Advisor (Schools) presented an analysis, **Document IJ**, which updated members on the value of one off funding available. He explained that this is purely a repeat of the information presented to the Forum on 6 December 2017 (and is provided for reference).

Members did not make any comments or ask any questions.

Resolved –

That the information contained in Document IJ be noted.

301 **CENTRALLY MANAGED AND DE-DELEGATED FUNDS 2018/19 (i)**

The Business Advisor (Schools) presented a report, **Document IK (Appendices 1,2 and 3)**, which set out the position proposed for the funding of Schools, Central Schools and Early Years Block central and de-delegated items from the DSG. This information was updated on that presented in 6 December 2017 and in earlier meetings in the autumn term.

In presenting the reports, the Business Advisor set out for the Forum the decisions that needed to be taken across the Blocks, and highlighted 2 decisions in particular relating to de-delegated funds in the Schools Block; the position of de-delegation from the primary phase for ESD support services after September 2018 and whether de-delegation should continue but for the purpose of providing a 'safety net' for the top up (Plus) funding for the primary behaviour centres; the value of de-delegation for Trade Union facilities Time, where it is proposed to retain de-delegation at current per pupil values pending the Forum's consideration of the cost vs. benefit analysis to be presented in March. The Business Advisor also repeated his previous explanations of the proposed allocation of the new Central Schools Block and his warnings about the need to closely monitor the position (financial viability) of the maternity / paternity insurance scheme for nursery and primary schools going forward.

In response, the Member representing the Teacher Trades Unions, having declared his interest, repeated his statement made in previous meetings that the Trades Unions are very happy to engage with the Schools Forum on the cost vs. benefit analysis work. Referring to the explanation of the proposed Growth Fund, the Vice Chair asked for further information to be provided to the next meeting so that Members can better understand the relationships between the allocations of Growth Fund in year for the expansion of pre-16 places in secondary schools, and lagged post 16 funding, where these places are created through the closure of post 16 provisions. This may result in 'hidden' cost pressures on school budgets. The Member representing the Teacher Trades Unions asked for a statement to be provided also on how the Authority monitors compliance with post 16 participation legislation.

In responding to a question from the Strategic Director, Children's Services about whether the headroom within the Central Schools Block could be invested in the

Children's Services change management programme, the Chair of the Forum stated that she felt she represented Forum Members in saying that the use of the headroom as proposed to support the pressures already present within the High Needs Block is the right way forward. A Member added that a critical barrier to the delivery of change is likely to be the identification of sufficient capital monies, which is a matter to resolve outside of the DSG.

Resolved –

That the information contained in Document IK be noted.

302 **INDICATIVE DELEGATED BUDGETS 2018/19 (i)**

The Business Advisor (Schools) presented a report, **Document IL (Appendices 1 - 5)**, which showed the indicative value of delegated allocations for individual schools, academies and other settings for the 2018/19 financial year and also showed the draft Primary and Secondary and Early Years Pro-formas. He explained that the allocations and the Pro-formas are subject to the final decisions and recommendations to be made by the Schools Forum under agenda item 11. The presentation of this information flowed from the discussion in the previous agenda item and therefore, the action items from the previous item are recorded below.

Referring to the notification from the Authority's Census Team about possible software issues, a Members stated that schools should be reminded to check the accuracy of their FSM data to be recorded in the January 2018 Census,

Resolved –

(1) That the information contained in Document IL be noted.

(2) That further consideration is given to the relationship between DSG Growth Funding and ESFA Post 16 funding, and the knock on financial implications, where secondary schools and academies close their Post 16 provisions and increase their pre-16 numbers. This is with particular reference to the difference between the lagged Post 16 funding methodology and the funding of pre-16 provision in 'real time'.

(3) That information is provided to the next meeting on the Local Authority's monitoring framework in place to ensure compliance with the post 16 participation legislation.

(4) That schools and academies are reminded to check the accuracy of their ever 6 FSM data to be recorded within their January 2018 Census returns.

303 **FINAL RECOMMENDATIONS AND DECISIONS 2018/19 DSG (a)**

The Business Advisor (Schools) presented **Document IM (and Appendices 1-4)**, which summarised the decisions and recommendations that the Schools Forum

was asked to make in setting the allocation of the DSG and final formula funding arrangements for the 2018/19 financial year. The Forum was asked to take decisions / make recommendations on the items listed under the following main headings:

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

The Chair of the Forum asked the Strategic Director, Corporate Services (Section 151 Officer) for his appraisal of the DSG position for 2018/19 as set out, especially the currently forecasted deficit position of the High Needs Block. The Director responded that although ideally, and as has been the case in previous years, each Block would itself balance in year, the DSG overall remains in surplus in 2018/19, and that the basis of the budget allocation is sufficiently certain, with controls and monitoring processes in place. As such, he would advise that this is a safe basis on which to agree the 2018/19 DSG allocation.

A Member commented that this is the first time we have set the DSG budget on the basis of a deficit within the High Needs Block, and if we are unable at this stage to be more positive in our forecasting we must take note and act on this. He added that the structural change programmes in 2018 are critical and the Authority must put in place sufficient officer capacity and capital funding to successfully deliver these programmes.

Resolved –

1. SCHOOLS & EARLY YEARS BLOCKS “DE-DELEGATED ITEMS” 2018/19

Document IK, Appendices 1 – 3.

Resolved –

1.1 Schools Members representing maintained schools agreed the values of de-delegated funds on a phase specific basis:

- a) ESD School Support (Primary only): agreed to cease de-delegation at 31 August 2018 providing for a de-delegated fund for 5/12ths on the same £app basis as in 2017/18.**
- b) School Re-Organisation Costs (Safeguarded Salaries) (Primary & Secondary): agreed to continue de-delegation from both the primary and secondary phases for the actual cost of continuing safeguarded salaries.**
- c) School Re-Organisation Costs (Sponsored conversions budget deficits) (Primary only): agreed to de-delegate from the primary phase at the 2017/18 per pupil value. The Schools Forum to be provided with**

monitoring reports where this provision is used.

- d) **Exceptional Costs & Schools in Financial Difficulty (Primary only):** agreed to continue de-delegation from the primary phase at the 2017/18 per pupil value.
- e) **Costs of FSM Eligibility Assessments (Primary & Secondary):** agreed to continue de-delegation from both the primary and secondary phases at the 2017/18 per FSM values, with contributions taken using FSM Ever 6 data.
- f) **Fisher Family Trust (Primary only):** agreed to continue de-delegation from the primary phase, recovering the cash value to match cost. The secondary phase and all primary academies will be invited to subscribe through the Local Authority (paying for this from their delegated budgets).
- g) **Trade Union Facilities Time – Negotiator Time (All Phases):** agreed to continue de-delegation from the early years, primary and secondary phases at the 2017/18 per pupil values. Referencing the identified review, the Forum is to be presented with a detailed benefit vs. cost analysis, which will inform the Forum’s view about arrangements going forward. The implementation of any amendments, and budget implications, if recommended by the Forum, will need to be discussed further.
- h) **Trade Union Facilities Time – Health and Safety Time (All Phases):** agreed to continue de-delegation from the early years, primary and secondary phases at the 2017/18 per pupil values. Referencing the identified review, the Forum is to be presented with a detailed benefit vs. cost analysis, which will inform the Forum’s view about arrangements going forward. The implementation of any amendments, and budget implications, if recommended by the Forum, will need to be discussed further.
- i) **School Maternity / Paternity ‘insurance’ fund:** agreed to continue de-delegation from early years (nursery schools) and primary phases at a value forecasted to afford the scheme for a full year.
- j) **School Staff Public Duties and Suspensions Fund:** agreed to continue de-delegation from the early years (nursery schools) and primary phases for a full year on the same total £app basis as 2017/18.

1.2 Schools Members representing maintained schools agreed the principles behind the management of the de-delegated funds listed in paragraph 1.1:

- k) **Any over or under spending against these funds will be written off from, or added back to, the DSG’s de-delegated funds in 2019/20 on a phase specific, fund specific, basis i.e. if primary schools overspend in the maternity / paternity insurance scheme fund the value of the fund created through de-delegation in 2019/20 will need to compensate for this.**

- l) These decisions set the position for the 2018/19 financial year only.**
- m) That the relevant funds will be allocated according to the criteria set out in the autumn 2017 consultation.**

2. SCHOOLS BLOCK - GROWTH FUND 2018/19

Document IK Appendix 1 and Document IM Appendix 1.

All Schools and Academies Forum Members by consensus agreed:

2.1 The allocations from the Schools Block Growth Fund listed in Document IM Appendix 1 for existing expansions and bulge classes.

2.2 A planned budget of £1,014,000 within the Schools Block for in year growth allocations. This planned budget is split £314,000 Primary and £700,000 Secondary. All new in year allocations from the Growth Fund will be agreed by the Forum prior to confirmation with the receiving school (a requirement of the Regulations). Growth Fund allocations will continue as a standing Forum agenda item to enable this.

2.3 To use the criteria for the allocation of the Schools Block Growth Fund in 2018/19 as set out in the autumn 2017 consultation document, which are the criteria used in 2017/18. Allocations will be calculated on base £app values under national funding formula.

3. THE CENTRAL SCHOOLS BLOCK 2018/19

Document IK Appendix 1.

All Forum Members by consensus agreed:

3.1 The allocation of the Central Schools Block:

- a) Schools Forum Costs: agreed to continue at the value of £10,000.**
- b) School Admissions: agreed to continue at the 2017/18 value of £577,600 plus an additional £2,500 for the DfE's specific addition to the Central Schools Block for year 9 admissions responsibilities.**
- c) Education Services Grant Centrally Retained Duties: agreed to continue to passport to the Local Authority's budget a value of £1,331,086 for the former ESG Centrally Retained Duties Grant (transferred into the DSG at April 2017) in support of the statutory duties delivered by the Local Authority on behalf of all state funded schools and academies.**
- d) DSG Matched Contribution to School Improvement (historic commitment): agreed to retain the benefit of the DfE's one off funding, in 2018/19 only, of the historic commitment of £439,729 within the Central**

Schools Block to enable the transfer of current High Needs Block funded activity as set out below.

- e) Central Schools Block Headroom to enable the transfer of High Needs Block activities: agreed that this headroom, £574,880, is allocated to enable the transfer of the majority of budgets that are currently met by the High Needs Block where the nature of the expenditure is covered by the Regulations, which govern the purposes for which Central Schools Block monies can be used i.e. statutory and regulatory duties for all maintained schools and academies regarding the exclusions of pupils and school attendance. The budgets are: Youth Offending (£47,000); Behaviour Support (£160,000), ESD Statutory Functions (£192,000) and Travellers Children (£389,000). A balance of £213,120 of these funds remains funded by the High Needs Block in 2018/19.**

For information only - the cost of copyright licences for primary and secondary schools and academies is met from the Central Schools Block. This is not a matter for decision for the Schools Forum as the DfE negotiates the price and top-slices our DSG. The costs for early years and high needs providers are charged within our model to the respective blocks.

4. THE HIGH NEEDS BLOCK 2018/19

Document IM Appendix 3, Document II, Document IL Appendix 3.

All Forum Members by consensus agreed to:

4.1 Make financial provision for the allocation of places in Bradford-located settings that is presented in Document IM Appendix 3.

4.2 Forecast spending on the basis that the SEND Review, as outlined in the presentation made under agenda item 6, and subject to the outcomes of consultation, will reduce direct spending on services within the High Needs Block by £0.8m (part year impact from 1 September 2018) and will increase spending on Early Years DSP places by £0.6m in 2018/19. This forecast may be amended by the final decisions on the SEND review, which will be taken following the current consultation.

4.3 Retain the existing structure of the High Needs Block Place-Plus Funding Model with the amendments set out in the autumn 2017 consultation:

- a) The cessation, from 1 September 2018, of the High Needs Block's direct funding of Top Up (the Plus element) for the placement of pupils in alternative provision settings without EHCPs that remain on the roll of mainstream schools. The settings within the scope of this amendment are the primary behaviour centres and Bradford Central PRU. At 1 September 2018, the place-funding value of these settings is confirmed at £10,000.**
- b) The full establishment of Bradford's Place-Plus model for the funding of early years DSP provision, replacing previous temporary methodologies**

that have been in place for the funding of Children's Centre Plus provisions.

4.4 Support the Authority's work towards the cessation of the High Needs Block's direct funding of Top Up (the Plus element) for the placement of pupils in District PRU. This proposal is captured within the wider SEMH review. The Forum will continue to receive updates on the SEMH review and on the development of this proposal specifically.

4.5 Protect SEN Floor allocations for mainstream primary and secondary schools and academies at their 2017/18 financial year values i.e. schools and academies currently in receipt of the SEN Funding Floor will not receive less via this factor in 2018/19 than they did in 2017/18.

4.6 Support meeting the funding gap in the overall High Needs Block in 2018/19, and to support control of the growth of top up costs going forward, by reducing the rates of Top Up in the HNB Funding Model for all Place-Plus calculated budgets by 1.5% with the values of Top Up for each Range reduced by this %. This sets the Minimum Funding Guarantee for special schools at between 0% and -1.5% (understanding that the value per place in special schools is retained at £10,000).

4.7 With reference to the currently projected over spending in the High Needs Block in 2018/19, that Forum Members note that:

- there are mitigating factors (that may deliver further savings) but also that there are risks of additional spending & savings not being realised as forecasted.
- the majority of the High Needs Block's reserve may need to be deployed in 2018/19.
- the High Needs Block may hold a cumulative deficit balance at the end of 2018/19.

4.8 With reference to the projected over spending within the High Needs Block in 2018/19, that Forum Members note the Strategic Director of Corporate Services' (Section 151 Officer's) assessment of the planned DSG allocation, which is recorded in the minutes of the meeting.

4.9 The position of the High Needs Block be closely monitored and regularly considered by Forum during 2018.

5. THE ALLOCATION OF ONE OFF MONIES (DSG UNDERSPEND)

As highlighted in Document IJ.

All Forum Members by consensus agreed:

5.1 That the £2.989m within the Schools Block continues to be committed by previous decisions taken by the Schools Forum:

- a. Growth Fund Financial Support for Beckfoot Upper Heaton**

Academy £2.339m

- b. Deficit of a Secondary School Converting to Academy Status
£0.650m**

5.2 The retention of Schools Block under spend, as set out in Document IJ, as follows:

- **£0.716m retained for the purposes of supporting Growth Fund costs especially for the costs following the establishment of new free school provision anticipated during 2019/20.**
- **£0.979m retained as reserve.**

5.3 The allocation & retention of Early Years Block under spend, as set out in Document IJ, as follows:

- **£0.606m, estimated, allocated into the 3&4 year old Early Years Single Funding Formula in 2018/19 to uplift the universal setting base rate by £0.09 to £4.12 per hour.**
- **£0.606m, estimated, retained to be allocated into the 3&4 year old Early Years Single Funding Formula in 2019/20 to uplift the universal setting base rate by an estimated £0.09 to £4.11 per hour.**
- **£0.311m retained as reserve.**

5.4 The allocation & retention of High Needs Block under spend, as set out in Document IJ, as follows:

- **£0.521m, representing the value of one off monies allocated by the Forum into the 2017/18 planned DSG allocation (under option 4 January 2017), continued to be allocated in 2018/19. This reduces the forecasted overspending from £1.974m to £1.453m.**
- **£1.110m retained at this stage and earmarked to be allocated to balance the 2018/19 High Needs Block should this Block be overspent at the end of the financial year.**

6. EARLY YEARS FORMULA FUNDING AND PRO-FORMA 2018/19

Document IL Appendix 5, Document IM Appendix 4 and Document IL Appendices 2a, 2b, 2c.

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

6.1 The structure of the Early Years Single Funding Formula (EYSFF), the detailed workings of which were set out in the Technical Statement, which formed part of the autumn 2017 consultation documentation, with the amendment to the proposal to adopt a monthly starters and leavers

counting arrangement (set out in Document IM Appendix 4). In summary, to:

- a) Continue the policy of ring-fencing of the Early Years Block.
- b) Use the current technical, administrative, payment and counting arrangements, and timetable, as set out in the current 2017/18 Technical Statement i.e. retain the current termly headcount basis for the formula rather than moving, as originally proposed, to monthly starters and leavers counting.
- c) Simplify the processes for PVI providers, which will include no longer publishing a 'hard copy' pre-calculated Confirmed Indicative Budget for PVI providers in March. Instead, we will begin monthly payments based on the latest confirmed position and we will enable providers to use a ready reckoner to estimate funding.
- d) Continue to pass through the DSG funding rate for:
 - The 2 year old free entitlement. This will be £5.20 per hour and is the same rate as 2017/18. The simple universal rate of funding per hour for all types of provider, without supplement, will be retained.
 - The Early Years Pupil Premium (required by Regulations)
 - The Disability Access Fund (required by Regulations)
- e) Continue & increase the Early Years Block's contribution to Early Years SEN Inclusion funds. Early Years Inclusion monies to be 100% funded from the Early Years Block from 1 April 2018. The 2018/19 value of the fund will be £800,000.
- f) Establish a Universal Base Rate for the 3 & 4 year old offer, as required by the DfE, with this overridden for:
 - Nursery Schools – with the allocation of the specific Maintained Nursery School factor, meaning that the funding rates for each nursery school (base and deprivation) will continue to be retained at their 2016/17 values.
 - PVI providers and nursery classes – through the allocation of additional one off monies on a transitional / temporary basis. PVI providers and nursery classes will be funded at the same enhanced base rate value.
- g) Continue the nursery school sustainability lump sum supplement using the current methodology, which now brings the 30 hours extended entitlement into the calculation.
- h) Continue our current deprivation supplement within the 3&4 year old EYSFF, using the 3 year average of Index of Multiple Deprivation (IMD) data, calculated at 9.5% of EYSFF (excluding one off monies).

- i) **Not introduce any further supplements in 2018/19. To keep this position under review.**
- j) **Continue to charge the Early Years Block, on a pro-rata basis, for the cost of copyright licences. The 2018/19 value is £34,374.**

7. PRIMARY AND SECONDARY FORMULA FUNDING AND PRO-FORMA 2018/19

Document IL Appendix 4, Document IM Appendix 2 and Document IL Appendices 1a, 1b, 1c, 1d and 1e.

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

7.1 The structure of the Primary & Secondary Funding Formula, the detailed workings of which are set out in the Pro-Forma Document IL Appendix 4. In summary, to:

- a) **'Move to National Funding Formula' (NFF) at April 2018, thereby using the NFF announced on 14 September 2017 to calculate individual formula funding budget shares for both the primary and secondary phases.**
- b) **Set the value of Minimum Funding Guarantee (MFG) at + 0.4%.**
- c) **Set the value of the Ceiling at + 3% per pupil (+ 3.0% cap, 100% scaling).**
- d) **Fully implement the £3,500 (primary), £4,800 (secondary) and £4,042 (all-through) minimums for eligible schools, discounting Building Schools for the Future and Business Rates from the calculation of these minimums.**
- e) **Continue our current formulae for the allocation of both split sites and pupil mobility.**
- f) **Continue to pass through the specific BSF DSG affordability gap values using our current method but with an adjustment to ensure that the amounts passed on to academies by the ESFA on an academic year basis are equivalent to the amounts that the Authority requires academies to pay back on a financial year basis.**
- g) **Calculate notional SEN for primary and secondary schools and academies on the basis set out in the autumn 2017 consultation (allowing the impact of national funding formula to flow into this). To benchmark our approach against that in other authorities under NFF, using the 2018/19 pro-forma information, to determine how our notional SEN calculation should develop from April 2019.**

7.2 The value of the DSG's contribution to the Building Schools for the Future affordability gap for 2018/19 set at £6,969,574, which is the 2017/18

value plus an estimated 3.8% RPIX and adjusted for 7.1 g) above. This contribution will be split between relevant schools and academies on the same % basis as in 2017/18 (based on the school's unitary charge value). For Secondary schools and academies, this contribution is expressed as a formula factor. For Special schools and academies, this contribution is managed as a central item within the High Needs Block.

For Information – please note that the cost of business rates shown in the Proforma is still estimated and is subject to change during the year, including following the conversion of maintained schools to academy status.

9. ANY OTHER BUSINESS (AOB)

No resolution was passed on this item.

10. DATE OF NEXT MEETING

The next meeting of the Schools Forum is Wednesday 17 March 2018.

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

*Contact Asad Shah: 01274 432280
Committee Secretariat
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304 ANY OTHER BUSINESS (AOB)

The Chair notified Members that the Strategic Manager, SEND and Behaviour is leaving the Authority. Members offered their thanks to her.

The Chair notified Members that the Strategic Director, Corporate Services, is also leaving the Authority. Members thanked him for his welcome input and advice over the last 6 years and wished him well for the future.

No resolution was passed on this item.

305 DATE OF NEXT MEETING

The next meeting of the Schools Forum is Wednesday 17 March 2016.

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

Contact Asad Shah: 01274 432280
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i:\decsheets18-19\schoolsforum\10Jan18

Chair

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

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