

# *Bristol Schools Forum*

**Agenda Wednesday 22<sup>nd</sup> November 2017 at 5.45pm,**

**FUTURE INNS, CABOT CIRCUS BS1 3EN**

**please note meeting starts at 6.15 but refreshments available from 5.45pm**

	<b>Start</b>	<b>Item</b>	<b>Action</b>	<b>Owner</b>	<b>Paper</b>
1	6.15	Welcome & Briefing	A	Chair	
2	6.20	Forum standing business <ul style="list-style-type: none"> <li>▪ Apologies for Absence</li> <li>▪ Confirmation meeting is quorate</li> <li>▪ Appointment of new members</li> <li>▪ Notification of Vacancies</li> <li>▪ Declarations of Interest</li> </ul>	A	Clerk	Verbal
3	6.25	Minutes of meeting held on 27 <sup>th</sup> September 2017 Corrections and approval <ul style="list-style-type: none"> <li>• Matters arising not covered on agenda               <ul style="list-style-type: none"> <li>○ Principles for DSG (BF)</li> <li>○ S Bristol catchment area (SR)</li> <li>○ Special school representation (BF)</li> <li>○ Behaviour Improvement Team (SR)</li> </ul> </li> </ul>	A	Chair	Attached
4	6.35	Correspondence	I	Chair	
5	6.40	DSG Overview	De	DET	Attached
6	7.00	Schools Block Report	De	DET	Attached
7	7.15	High Needs Update	I/De	AJ	Attached
9	7.30	Growth Fund	De	SR	Attached
10	7:45	Any Other Business <ul style="list-style-type: none"> <li>• Automatic Registration of children on FSM (CT)</li> </ul>			

(\*) A = Admin, I = Information, De = Decision required, C = Consultation, Di = Discussion

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Tel: 011792 23947 Parkview Campus

**Chair:** Carew Reynell (contact via clerk)

NB Report on Central Services Block deferred to January 2018

## **FUTURE MEETINGS – All at City Hall – First Floor Writing Room**

Date	Items
16 <sup>th</sup> January 2018	High Needs DSG Overview Schools Block Central Schools Services Block EY Budget
13 <sup>th</sup> March 2018	High Needs Update Budget Monitoring
22 <sup>nd</sup> May 2018	High Needs Update Budget Monitoring
10 <sup>th</sup> July 2018	High Needs Update Budget Monitoring

# Bristol Schools' Forum

**Minutes of the meeting held on Tuesday 27<sup>th</sup> September 2017  
 at 18.15 hrs at City Hall**

**Present:**

Jamie Barry	Headteacher, Parson Street Primary
Ebrima Bojang	Governor, Summerhill Academy
Karen Brown	Governor, St Mary Redcliffe & Temple
Tim Browse	Headteacher, Air Balloon Primary
Jo Butler	Headteacher, Cotham School
Emma Cave	Governor, Claremont
Yvonne Craggs	Governor, Elmlea Infants
Graham Diles	Headteacher Rep, St Mary Redcliffe & Temple
Patricia Dodds	Governor, Fishponds Academy
Peter Evans	Headteacher, Knowle DGE
Tracy Jones	Headteacher, Bannerman Road
Peter Knight	Headteacher, Oasis Brislington
Sarah Lovell	Headteacher Rep, Cabot Learning Federation
Aileen Morrison	Headteacher, St Matthias Park
Chris Pring	Headteacher Rep, Cabot Primary
Carew Reynell (Chair)	Governor, Henbury Secondary
Ann Rutherford	Headteacher, Filton Avenue Primary
Cedric Sanguinol	Governor Representative, Bishop Road Primary
Christine Townsend	Governor, Whitehall Primary
Wendy Weston	Representative, Support Staff
Michelle Wills	Representative, Teaching Professionals
Sue Wilson	Headteacher, Ashton Gate Primary

**In attendance:**

Billy Forsythe	Clerk to Schools Forum
Sally Jaeckle	Service Manager, Early Years
Cllr Claire Hiscott	Councillor
Annette Jones	Service Manager, Additional Learning Needs
Rob Logan	Procurement & Commercial Relations Manager
Ali Mannering	Head of Trading with Schools
Sue Rogers	Service Director, Education & Skills
David Tully	Interim Finance Business Partner
Wendy Welsh	Finance Manager
Travis Young	Senior Accountant

**Observers:**

William Brown, Simon Eakins, Clare Pring, Anne Sheridan

Item	Action
<b>1. Welcome and introductions</b>	
The Chair opened the meeting at 18:15 and welcomed Sue Rogers, Service Director to her first meeting. The Chair outlined the role of the Forum and suggested that the Forum	

create an annual report to highlight the impact and achievements.	CR
<b>2. Forum standing business</b>	
<p><b>Apologies</b>                  Received from Victoria Boomer, Colin Butterworth, Alan Gould, Inger O’Callaghan, Sam Packer, Ruth Pickersgill, Paul Smith, David Yorath, Chrysta Garnett, Denise Murray, Dan Reed.</p> <p>Peter Knight was representing Victoria Boomer at the meeting.</p> <p>Clerk confirmed meeting was quorate.</p> <p>New members – Three new Headteacher representatives – Sue Wilson, Inger O’Callaghan &amp; Chris Pring</p> <p>Vacancies: Currently three vacancies to be filled -one Secondary Academy Head, one Secondary Academy Governor and a vacancy for the Clifton Diocese.</p> <p>An election was underway for the Academy Governor and the vacancy will be filled by the November meeting. Sarah Lovell was representing the Secondary Academy heads at this meeting.</p> <p>No declarations of interest were expressed.</p>	
<b>3. Minutes of the meeting held on 11<sup>th</sup> July</b>	
<p>Minutes were accepted as correct subject to a few typos being corrected and some apologies added.</p>	BF
<p>Principles for the DSG will be distributed with the minutes.</p>	BF
<b>4. Correspondence</b>	
<p>None</p>	
<b>5. DSG Overview</b>	
<p>SR introduced herself. She has been Director of Education in Somerset for 2 years and in Kent for 5 years so has experience in supporting Schools Forums. This will be a challenging year for schools and the LA. A significant number of schools are reporting deficit budgets. The High Needs overspend is a concern as is the PFI affordability gap.</p> <p>DET introduced the report which highlights the pressures facing the LA &amp; schools with a £6m deficit in DSG.</p> <p>Section 5 details the strategic financial issues There is scope to move money from Schools Block to High Needs block if Forum agrees. There is also scope for the LA to vary the Minimum Funding Guarantee.</p> <p>Section 6 details the potential financial strategy. Reserves are reducing in schools and pressures of High Needs and PFI are increasing.</p>	

<p>CR suggested the Forum return to look at strategic decisions when the reports on High Needs &amp; PFI have been discussed.</p> <p>CR proposed a workshop to discuss details before the next Forum meeting.</p> <p>CR added that transferring money from schools block to high needs would require consultation with all schools so the Forum would need to make that decision tonight.</p> <p>DET was thanked for his clear report.</p> <p>JB asked how we could justify asking non PFI schools to forgo money to support PFI schools. DET replied that an affordability gap was always expected but the gap has increased. The LA is doing all it can to reduce costs and reduce the gap.</p> <p>JB asked if SJ could give an update on management of change for children centres.</p> <p>SJ reported that the funding of CCs is complicated. The EY team are co-constructing a new model for CCs which should be signed off next week and then move into Management of Change after Christmas. This will be a sustainable model going forward.</p> <p>GD expressed concern at the significant increase in PFI and asked if any modelling of impact had been undertaken.</p> <p>DET replied that with National Funding Formula in two or three year's time schools would be funded according to the formula but in the meantime this is the only opportunity the LA has to include PFI in the baseline of future funding. The hope is that PFI will be locked into the baseline and this is being followed up with the ESFA.</p> <p>CP asked with so many schools in deficit will taking money away for PFI increase that number?</p> <p>WWeston asked had the PFI figures been monitored as the increase seems to have come as a surprise. DET replied that it had been monitored but that front loading of government funding had obscured the underlying gap. We undertook a review this summer which highlighted the extent of the problem.</p> <p>MW asked what other LAs were doing. DET advised that discussions had taken place with our core cities but no one has the scale of PFI problem that we have. The general approach has been to scale back the contracts and seek additional costs from stakeholders.</p> <p>Forum was asked if they would agree that officers should approach the ESFA to seek a disapplication of the MFG if it is decided that the PFI Factor should be materially increased for 2018/19.</p> <p>Forum agreed.</p>	<p>CR/SR</p>
<p><b>6. Schools PFI Affordability Gap</b></p>	

<p>RL introduced the report and repeated that it is important that the gap is tackled this year before National Funding Formula is applied.</p> <p>SL asked what has been done to address the costs of the contract. Has the LA approached ESFA for more funding?</p> <p>RL advised that the LA is challenging costs and wanted to get the views of the Forum before going to ESFA.</p> <p>GD asked if this is a Forum decision or an LA decision. SR replied that this was an LA decision and the Forum's role was advisory.</p> <p>AM asked if the Forum could ask the PFI schools to contribute more? RL advised that the contracts with PFI schools could not be changed unilaterally.</p> <p>CP pointed out that the Forum and LA had no position of strength. The PFI schools with falling rolls had less money and the PFI organisations had no incentive to re-negotiate as they were making profits.</p> <p>DT advised that the LA will seek ESFA support to resolve this issue, both through embedding extra PFI funding into the National Funding Formula in the long-term, and by agreeing to disapply the Minimum Funding Guarantee for the 8 PFI schools for the increased PFI Factor for 2018-19.</p>	
<p><b>7. High Needs Update</b></p>	
<p>SR advised that we have to make difficult decisions and we need to see what we can do with the least adverse impact.</p> <p>AJ outlined the pressures on the High Needs budgets.</p> <p>Appendix 2 shows the proposals that the Forum is asked to endorse and agree.</p> <p>Appendix 3 shows the in-depth analysis of the drivers with constraints and opportunities.</p> <p>Inclusion Resource Group met in September and scrutinised the papers and they feel the proposals are reasonable to pursue.</p> <p>CT raised the issue of out of authority pupils in special schools. AJ replied that it is the LA decision where to place pupils and it is a legal requirement – we would have to be very specific about why we would not allocate a place. In Claremont 25% are placed by S Glos.</p> <p>PE expressed concern that Heads will have planned budgets and will now be asked to re-do. We need a long term plan.</p> <p>SR added that she was very keen to get a three year plan up and running and the idea of a hothouse session with Heads would be very useful.</p> <p>Forum was asked if they would support consultation on the strategic options in the DGS overview report including a one off transfer from DSG to High Needs of £1.2m.</p>	

<p>Forum agreed to the consultation.</p> <p>SR advised that a workshop meeting would be set up before the next Forum meeting.</p>	<p>CR/SF</p>
<p><b>8. Report on Growth Fund Expenditure</b></p>	
<p>WWelsh introduced the report showing the growth fund allocated in 2016/17. The under spend would be allocated to the DSG overspend.</p> <p>CT asked if the growth fund should be used for children not from Bristol as the money was meant to be for basic need for Bristol children. PJ had said that some schools would need to change their admissions policy to be eligible for growth fund.</p> <p>DET advised that the LA would ask ESFA for an opinion.</p>	<p>DET</p>
<p><b>9. TwS Annual Report</b></p>	
<p>AM introduced the report. TwS was in its fifth year and this was the fourth annual report.</p> <p>The report had been distributed to Heads and School Business Managers and was also on-line of the TwS website.</p> <p>Turnover of £11m – 67% from traded and 33% from commissioned/de-delegated.</p> <p>Customers have seen improvements in our services and we are increasing the partners we work with.</p> <p>YC asked if there was a surplus and could that be used for PFI?</p> <p>SR advised that she considered the surplus to be DSG and her intention would be for it to be re-invested back into education. There will be a review of the service and a report will come back to the Forum in November or January.</p> <p>CT raised growth fund issues re Admissions on page 20 of the report and also raised the issue of catchment area in South Bristol. SR to investigate.</p>	<p>SR/AM</p> <p>SR</p>
<p><b>10. AOB</b></p>	
<p>AM asked if there was an issue with herself and PE both representing Academies. BF will check the Constitution.</p>	<p>BF</p>

The meeting closed at 20:50hrs

**Bristol Schools Forum**  
**DSG Overview - Monitoring 2017/18 and Provisional Strategy 2018/19**

<b>Date of meeting:</b>	22 <sup>nd</sup> November 2017
<b>Time of meeting:</b>	6.15 pm
<b>Venue:</b>	Future Inns, Bristol

## 1 Purpose of report

- 1.1 This report provides an update on the forecast financial position for the DSG overall as at Period 6 (to end September 2017) and provides an update on the development of the key strategic issues regarding the DSG for 2018/19.

## 2 Recommendation

### 2.1 *Schools Forum is invited to:*

- a) note the in-year 2017/18 position for the overall DSG in Section 4;
- b) note and comment on the issues emerging for the developing financial strategy for setting the overall budgets for 2018/19 as set out in sections 5 and 6; and
- c) decide to support the Authority's proposal to transfer £2m of Schools Block funding to the High Needs Block for 2018/19, noting that any amount beyond £1.2m would require the consent of the Secretary of State for Education.

## 3 Background

- 3.1 At Schools Forum on 27<sup>th</sup> September 2017, it was reported that there was a forecast £6m deficit on the Dedicated Schools Budget for 2017/18.
- 3.2 The meeting also considered the dilemmas facing the Schools Budget in addressing three immediate strategic financial issues:
- **Individual schools:** many individual schools and early years settings are experiencing financial difficulties and deficit budgets;
  - **High Needs Budget:** The High Needs budget is working to reduce an in-year £5m overspend in 2017/18, with the cumulative position forecast to be £7.7m by year-end, which would rise to £12.9m if no action were taken;
  - **Schools PFI:** The affordability gap on the two PFI contracts is greater than the amount of the PFI Factor in the mainstream formula by an amount in the region of £4.5m each year at today's prices.

- 3.3 Officers advised that they would be seeking a meeting with the Education and Skills Funding Agency to discuss these circumstances.
- 3.4 This paper provides an update on the development of the strategy and seeks advice or decisions from Schools Forum to assist in reaching conclusions on the Schools Budget in time to submit the mainstream formula budgets to the ESFA in mid-January 2018.

#### 4 Budget monitoring 2017/18

- 4.1 At Schools Forum on 27<sup>th</sup> September 2017, it was reported that there was a forecast £6m deficit on the Dedicated Schools Budget for 2017/18 at Period 4.
- 4.2 This position has moved adversely by £0.2m to a £6.2m overspend. The Period 6 position is set out in **Table 1** with more detail set out in **Appendix 1**.

**Table 1: Forecast position on overall DSG for 2017/18 (Period 6)**

	Brought forward 1.4.17	Funding 2017/18	Forecast Outturn 2017/18	In-year movemen t	Carry forward 31.3.17	Previous forecast (Period 4)	Change
	£,000	£,000	£,000	£,000	£,000	£'000	£'000
Maintained Schools	0	(97,411)	97,411	0	0	0	0
Academy Recoupment	0	(147,014)	147,014	0	0	0	0
Early Years Block	(440)	(34,881)	35,358	477	37	(6)	+43
High Needs Block	2,365	(44,059)	49,017	4,958	7,323	7,386	(63)
Schools Block (Central)	(295)	(6,279)	5,434	(845)	(1,140)	(1,377)	+237
<b>Total</b>	<b>1,630</b>	<b>(329,644)</b>	<b>334,234</b>	<b>4,590</b>	<b>6,220</b>	<b>6,003</b>	<b>+217</b>

- 4.3 The main overspend overall (£7.3m) is in the High Needs budget, which is explained in a separate report on this agenda. (NB that in the September Schools Forum paper the High Needs budget paper referred to the Period 5 position, showing a £7.7m overspend, but the overall budget monitoring report was based on Period 4.) The main adverse movement from Period 4 is in the centrally retained element of the Schools Block (-£1.1m underspend overall, an adverse movement of +£0.2m), particularly in the pupil growth fund. Previous forecasts of the growth fund had not fully reflected all of the schools that were eligible for funding in October 2017. This has now been updated, but actual costs of growth are dependent on the October 2017 census information.

#### 5 School Funding Arrangements 2018/19

- 5.1 The previous report on the DSG Overview in September 2017 referred to the Education and Skills Funding Agency's "Schools revenue funding 2018

to 2019: Operational guide” which was published in the summer and the subsequent indication of provisional DSG allocations for the Schools, Central and High Needs Blocks. There is no further national information to inform the local situation. The provisional DSG allocations are based on the October 2016 pupil census, so the figures will be affected by the refresh of data when the October 2017 census is included. Refreshed allocations are expected in December 2017. No new information has been received about the Early Years DSG for 2018/19.

5.2 **Table 2** is included as a reminder of the current known position. The funding notified on 15<sup>th</sup> September 2017 shows extra provisional DSG for 2018/19 of £4.65m, including a (£3.54m) 2.2% increase to the High Needs Budget and a (£1.07m) 1.5% increase to the Schools Block. The provisional Central School Services Block would increase by £40k.

5.3 The adjustment for High Needs places in mainstream is a technical change to how Resources Bases are funded. Currently, pupils in Resource Bases in mainstream schools are not counted in the main funding formula. Instead, each place is funded at £10,000 from the High Needs budget, whether it is filled or not. The change for 2018/19 is that pupils in Resource Bases are counted as part of the mainstream formula and they attract age-weighted pupil unit funding and their circumstances will contribute to the school’s allocation for deprivation, attainment and other pupil-led factors in the formula. The precise amount of formula funding that any individual pupil will attract will vary, but for simplicity, let us assume that this provides £4,000 to the school. The High Needs budget then provides additional support to the school; £6,000 extra for filled places and £10,000 for unfilled places. In either case, the school is being funded around £10,000 per place, whether filled or not. This is no different to the current arrangements, except that the Schools Block is paying for part of the cost, when the High Needs Block is currently paying for all of the cost. So, the £1m transfer from High Needs to Schools Block is an acknowledgement of this change and it has a broadly neutral impact.

**Table 2: Provisional DSG Blocks 2018/19**

<b>DSG Revised Blocks</b>	<b>2017/18 DSG £m</b>	<b>Adjustment for HN places in mainstream £m</b>	<b>Change in funding notified 15.9.17 £m</b>	<b>Provisional DSG 2018/19 £m</b>
Schools block	241.37	1.00	+3.54	245.91
Central school services block	2.75	0.00	+0.04	2.79
High needs block	50.67	-1.00	+1.07	50.74
Early Years baseline (no change notified by EFSA yet)	33.48	0.00	0.00	33.48

<b>Total</b>	<b>328.27</b>	<b>0.00</b>	<b>+4.65</b>	<b>332.92</b>
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- 5.4 The Schools Block will be affected by changes in pupil numbers and other data (given that the NFF will be used to determine the amount of funding to be allocated to each local authority). The Schools Block includes £3m for the Growth Fund and £0.4m for the Falling Rolls Fund. Given that there are underspends on these items, it may be possible to reduce the budgets to create some further headroom. Schools Forum are able to agree a transfer of up to (£1.2m) 0.5% of this budget to the High Needs Block. Anything beyond that would need the endorsement of the Secretary of State.
- 5.5 There is a separate paper dealing with issues on the Schools Block, including the formula issues for 2018/19.
- 5.6 The Central School Service Block will be funded in two parts. The first part (£1.165m) is for historic responsibilities and this will be funded at historic costs, for as long as those specific commitments exist. These are for Combined Services and Prudential Borrowing. The prudential borrowing costs will cease at the end of 2017/18 and as the Authority is not permitted to charge anything new to these historic commitments, so the £0.566m included in the provisional Central Services Block DSG may not be available for use in 2018/19.
- 5.7 The second part (£1.621m) is for on-going responsibilities and these will be funded on a formulaic basis from 2018/19. These cover Admissions (£0.461m), Licences (£0.247m), Servicing of Schools Forum (£23k) and the core centrally retained duties of the LA (transferred from the Education Services Grant) (£0.850m). The provisional allocation for 2018/19 includes £40k growth.
- 5.8 There is a separate paper dealing with issues and decisions on the Central Services Block elsewhere on this agenda.
- 5.9 The High Needs Block provisional allocation for 2018/19 is £50.74m and this is after the shift of resource for mainstream specialist provision places of -£1m and the extra 2.2% (+£1.1m). This provides some additional funding compared to 2017/18 and, while there may be an option to transfer funding from the Schools Block, the imperative will still be to reduce the level of spending within the High Needs budget.
- 5.10 There is a separate paper dealing with the High Needs budget elsewhere on this agenda.
- 5.11 Early Years Block has not been included in the EFSA information, but the Early Years Block allocation of £33.48m has been included for illustrative purposes. Actual funding for early years will be based on numbers of 2, 3 and 4 year olds on roll at each of the termly censuses during 2018/19.

Funding is likely to be higher as the full-year effect of the move to 30 hour placements is reflected. Information about the Early Years block is expected to be available later in the year. A specific report on the Early Years budget will come to Schools Forum in January 2018.

- 5.12 The DfE Timetable has been replicated in **Appendix 2**. A summary of the components of the DSG budget for 2018/19 and what Schools Forum's role is in the decision-making process is set out in **Appendix 3**.

## **6 Development of the overall Financial Strategy for 2018/19 and beyond**

- 6.1 Schools Forum will be familiar with the three competing Schools Budget financial priorities explained at the September 2017 meeting and explored further with 90 school representatives at a Schools Financial Strategy Workshop at Parkview on 13<sup>th</sup> November 2017. The slides from that event have been circulated to all schools. These three priorities are:

- **Individual mainstream schools and early years settings**, experiencing difficulties in setting a balanced budget and reducing their reserves to a very low level.
- **High Needs budgets**, which are now forecast to be £7.3m overspent and which will overspend more if further action is not taken
- **The 2 multi-school Private Finance Initiative contracts** where the affordability gap of around £4.5m at current prices each year for the next 18 years somehow needs to be closed.

- 6.2 There have been two developments since the last Schools Forum that affect the emerging strategy.

- 6.3 Firstly, Members are concerned about the size of the PFI problem potentially falling to the DSG to absorb and have asked officers to consider options which could mean that the Council's budget (General Fund) might bear the cost of PFI to assist in a phased transfer of this to the DSG.

- 6.4 Secondly, officers met with DfE officials to outline the financial circumstances in the Schools Budget and to seek their support in embedding the PFI pressure into the National Funding Formula, thus, increasing the DSG overall in future years. We await their formal response on this matter.

- 6.5 The critical issues affecting the strategy are:

- Whether DfE can confirm that Bristol's DSG would be re-baselined to take account of any extra PFI Factor channeled through the Schools Block formula or not;

- How much the Council's budget is able to support PFI, pending any increase in DSG to embed that cost in the National Funding Formula;
- How much, if anything, can be transferred between blocks to support High Needs; and
- The extent to which the final DSG allocations, reflecting the October 2017 census, materially change the position.

6.6 Officers have developed an outline approach which was explained at the Parkview event on 13<sup>th</sup> November 2017. It was described as Plan A (the preferred approach) or Plan B (the alternative if Plan A is not possible). **Table 3** summarises the key features of each Plan

**Table 3: Key points in Plan A and Plan B**

Plan A	Plan B
<ul style="list-style-type: none"> <li>• <b>PFI Factor.</b> DfE confirm extra PFI would be embedded in future NFF / DSG. £4m added to PFI Factor in mainstream schools formula.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>PFI Factor.</b> No prospect of PFI being embedded in NFF/DSG. Affordability Gap for PFI stays in Council's budget.</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Mainstream schools formula</b> increased by equivalent of headline increase per pupil (Provisional DSG includes +1.5% currently)</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Mainstream schools formula</b> increased by equivalent of headline increase per pupil (Provisional DSG includes +1.5% currently)</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Schools Block Headroom.</b> Budgeting for lower Growth Fund and removing provision for rates, which were never delegated to schools, creates headroom of £2m, which could meet half the extra cost of the PFI increase.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Schools Block Headroom.</b> Budgeting for lower Growth Fund and removing provision for rates, which were never delegated to schools, creates headroom of £2m, which could be transferred to the High Needs Block.</li> </ul>
<ul style="list-style-type: none"> <li>• <b>General Fund contribution.</b> GF would provide £2m to Schools Block to meet the other half of the PFI increase and would provide £2m to the High Needs Block.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>General Fund contribution.</b> No transfer to support overall Schools Budget because PFI is not included here.</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Future position.</b> When the DSG reflected the higher PFI funding, the GF could be withdrawn.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Future position.</b> When the Hard NFF is introduced, the Schools Block allocations will revert to the higher level and the High Needs budget would be funded at the lower level of the High Needs Block (ie the £2m goes back to Schools Block).</li> </ul>

6.7 Plan A is based on the DfE agreeing that the extra PFI factor allocations proposed of £4m would be included in a revised baseline of Bristol's DSG when it came to introducing the Hard National Funding Formula. This would mean that any contribution from the Council's budget (the General Fund) would be as part of a transitional arrangement, pending the DSG being increased in future years. Plan B is based on the DfE confirming that the extra PFI would never be embedded into the National Funding Formula and that the cost had to be borne by the Council's General Fund budget.

- 6.8 So, with regard to PFI only, Plan A and Plan B would both neutralize the impact on schools of the PFI ie PFI would not affect the amount that schools received. This deals with one of the three competing priorities, leaving two still to balance.
- 6.9 The remaining priorities are individual schools and settings on the one hand and the High Needs budget on the other.
- 6.10 For individual schools and settings, the mainstream formula provided less than a standstill budget per pupil in 2017/18 (-0.6% per pupil less than 2016/17) and schools still had to absorb inflationary and other cost pressures. For 2018/19, the provisional DSG indicates that funding per pupil will increase by 1.5%. If the Authority were to provide the mainstream formula with sufficient to meet commitments and 1.5% more per pupil than the 2017/18 aggregate Minimum Funding Guarantee total, this would leave around £2m unallocated. This arises by setting the Growth Fund budget at a level that covers expected requirements, rather than exceeding them, as has happened in previous years.
- 6.11 With this £2m unallocated in the Schools Block, there are three choices about what to do with it:
- a) **Increase mainstream school budgets.** This would add around 0.9% to school funding beyond the 1.5% increase ie 2.4% in total.
  - b) **Transfer it to the High Needs budget.** Transferring £2m to the High Needs budget would assist with this.
  - c) **Continue to budget at the higher amount for Growth.** This is, in effect, the “do nothing” option, which is likely to result in an underspend against that higher budget and there would be an option to use that DSG underspend at year-end to support High Needs at that point, or make a different decision.
- 6.12 For Early Years settings, all other things being equal and before taking account of any changes to national funding for 2018/19, funding for settings should increase by 2% because of the reduction in the amount the authority can retain centrally. This should provide some comfort to early years settings.
- 6.13 For the High Needs budget the financial position is already acute and action is needed to return the position to balance in the medium term. There is a schedule of £5m savings targets outlined at the last meeting but delivery of all measures from April 2018 may not be immediately possible. There may be management of change exercises required to implement some savings. Also, the historic deficit needs to be reduced.

- 6.14 The officer recommendation to Schools Forum is that £2m be transferred from the Schools Block to the High Needs Block. This is an attempt to balance the two competing priorities fairly. This would use funds (for growth and rates) that have not been allocated to mainstream schools in the past, while providing mainstream schools with the headline per pupil increase in Schools Block funding. This would give the High Needs budget an opportunity either to contribute to the historic deficit or to factor in some leeway in timescales for implementing the £5m savings plan.
- 6.15 Going back to the Plan A / Plan B outline, each of these plans neutralizes the impact of the PFI on the overall Schools Budget and it also works on the assumption that £2m more would be available to the High Needs budget.
- 6.16 **Tables 3a and 3b** set out the calculations to illustrate the approach for Plan A and Plan B. Cells highlighted are ones where there is a difference between the two plans. They only differ in that either PFI is included (Plan A) or it is not (Plan B), so a General Fund contribution is needed (Plan A) or it is not (Plan B) and that the £2m extra for the High Need Block either comes from the General Fund (Plan A) or from the Schools Block (Plan B).

**Table 3a: Calculations for Plan A approach to schools funding 2018/19**

<b>Cost</b>	<b>£'000</b>	<b>Funding</b>	<b>£'000</b>
Minimum Funding Guarantee (0%)	£219.1m	Indicative DSG 2018/19	£245.9m
Rates / Lump sums	£18.5m	From General Fund	£2.0m
Shift of SEN places to Schools Block	£1.0m		
Extra PFI Factor	£4.0m		
Paying +1.5% per pupil	£3.3m		
Growth Fund	£2.0m		
<b>Schools Block Total</b>	<b>£247.9m</b>	<b>Schools Block Total</b>	<b>£247.9m</b>
Expected High Needs commitments 2018/19 (See High Needs paper Item ?)	£55.5m	Provisional DSG 2018/19	-£50.7m
Savings measures	-£4.9m	From General Fund	-£2.0m
Slippage on savings	+£2.1m		
<b>High Needs Block Total</b>	<b>£52.7m</b>	<b>High Needs Block Total</b>	<b>-£52.7m</b>

**Table 3b: Calculations for Plan B approach to schools funding 2018/19**

<b>Cost</b>	<b>£'000</b>	<b>Funding</b>	<b>£'000</b>
Minimum Funding Guarantee (0%)	£219.1m	Indicative DSG 2018/19	£245.9m
Rates / Lump sums	£18.5m	Transfer to High Needs Block	-£2.0m
Shift of SEN places to Schools Block	£1.0m		
Extra PFI Factor	Nil		
Paying +1.5% per pupil	£3.3m		
Growth Fund	£2.0m		
<b>Schools Block Total</b>	<b>£243.9m</b>	<b>Schools Block Total</b>	<b>£243.9m</b>
Expected High Needs commitments 2018/19 (See High Needs paper Item ?)	£55.5m	Provisional DSG 2018/19	-£50.7m
Savings measures	-£4.9m	From Schools Block	-£2.0m
Contribution to historic deficit / slippage on savings	+£2.1m		
<b>High Needs Block Total</b>	<b>£52.7m</b>	<b>High Needs Block Total</b>	<b>-£52.7m</b>

6.17 Schools were consulted on their views about supporting Schools Forum if it were to agree to transfer funding from the Schools Block to the High Needs Block. Schools Forum specifically agreed at the last meeting that the consultation should be for up to £1.2m, but the plan above works on the basis of £2m being transferred. Schools have until Friday 17<sup>th</sup> November 2017 to indicate whether they support either £1.2m being transferred or £2m being transferred. Schools Forum members will receive a summary of the responses as soon as it is collated.

6.18 Clearly, in the final analysis the numbers may change to some extent. For instance, there are some uncertainties about the precise amounts for rates in academies. Also, the October 2017 census will affect the funding received and the cost of headline increase. Pressures within the High Needs Block will change as pupils come and go or as their needs change. In the context of the Council's overall financial position, the amount of General Fund support cannot be guaranteed in the long-term. The DfE view about the PFI being embedded in the National Funding Formula is

critical. Nonetheless, Schools Forum are invited to support the purpose and direction of the financial strategy for 2018/19 and support it (whether it be Plan A or Plan B) by endorsing the transfer of £2m from the Schools Block to the High Needs Block.

## **7 Glossary of Terms**

**Appendix 1**

**Forecast position for Overall DSG 2017/18 as at Period 6**

	Brought forward 1.4.17 £000	Funding 2017/18 £000	Forecast Outturn (as at Sept 2017) 2017/18 £000	In-year movement £000	Carry forward 31.3.17 £000
Admissions		(461)	461	0	0
Centrally Retained	(295)	(5,818)	4,973	(845)	(1,140)
Formula		(97,411)	97,411	0	0
<b>Schools Block</b>	<b>(295)</b>	<b>(103,690)</b>	<b>102,845</b>	<b>(845)</b>	<b>(1,140)</b>
<b>Academy Recoupment</b>	<b>0</b>	<b>(147,014)</b>	<b>147,014</b>	<b>0</b>	<b>0</b>
National Formula		(26,041)	26,041	0	0
Contingency		(292)	292	0	0
2 Year Old Funding		(4,601)	4,601	0	0
Pupil Premium (EYPP)		(366)	366	0	0
Additional Support Services		(1,026)	1,027	1	1
SEN Top up		(667)	667	0	0
Staffing		(1,777)	1,814	36	36
Disability Access Fund		(111)	111	0	0
Committed reserve	(440)	0	440	440	0
<b>Early Years Block</b>	<b>(440)</b>	<b>(34,881)</b>	<b>35,358</b>	<b>477</b>	<b>37</b>
Commissioned Services		(2,723)	3,028	306	306
Core Place Funding		(11,900)	11,375	(525)	(525)
Staffing		(895)	895	0	0
Top Up		(20,221)	22,667	2,447	2,447
Placements		(6,455)	9,170	2,714	2,714
Pupil Support		(504)	314	(190)	(190)
Schools in Financial Difficulty		(300)	309	9	9
HOPE Virtual School		(435)	433	(2)	(2)
16/17 Overspend carried forward	3,180	(626)	0	(626)	2,554
Committed reserve	(815)	0	815	815	0
<b>High Needs Block</b>	<b>2,365</b>	<b>(44,059)</b>	<b>49,017</b>	<b>4,958</b>	<b>7,323</b>
<b>Total</b>	<b>1,630</b>	<b>(329,644)</b>	<b>334,234</b>	<b>4,590</b>	<b>6,220</b>

## Appendix 2

### DfE / EFSA Indicative Timetable for 2018/19 Schools Budget Setting

Date	DfE/ESFA	Local authorities
August 2017	Operational guidance published setting out arrangements for 5-16 mainstream schools implementation for 2018 to 2019.  Local authority level baselines published	
August 2017	Example APT issued to local authorities	
September 2017	Allocations issued for schools, central school services and high needs blocks	
Autumn 2017	High needs funding guide for 2018 to 2019 issued to local authorities	
5 October 2017	School census day	
October / November 2017	DfE and local authorities check and validate school census	
30 November 2017	School census database closed	Deadline for submitting requests for: <ul style="list-style-type: none"> <li>• MFG exclusions</li> <li>• exceptional premises factors</li> <li>• sparsity factors</li> <li>• lump sum variations for amalgamating schools</li> <li>• pupil number reductions</li> <li>• movement of funding out of the schools block above the limit of 0.5% and/or which the schools forum has not approved</li> </ul>
Mid-December 2017	APT issued to local authorities, containing October 2017 census-based pupil data and factors  Publication of DSG schools block and high needs block allocations for 2018 to 2019 (prior to academy recoupmnt)  Publication of provisional early years block	

Date	DfE/ESFA	Local authorities
	allocations	
Mid-January 2018		Schools forum consultation / political approval required for final 2018 to 2019 funding formula
19 January 2018		Deadline for submission of final 2018 to 2019 APT to ESFA
28 February 2018		Deadline for confirmation of schools budget shares to mainstream maintained schools
February/March 2018	2018 to 2019 allocations to post-16 institutions, academies and NMSS to be issued	
February 2018	Publication of 2018 to 2019 high needs place numbers at institution level	
30 March 2018	Confirmation of 2018 to 2019 general annual grant for academies open by 9 January 2018	
April 2018	First DSG payments to local authorities based on 2018 to 2019 allocations, net of academies recoupment (DSG allocations updated termly for in year academy conversions), FE high needs place funding deductions and other adjustments	
Summer 2018	Early years block updated for January 2018 early years pupil numbers	
Summer 2019	Early years block updated for January 2019 early years pupil numbers (pro rata 7/12ths as this relates only to the period September 2018- March 2019)	

### Appendix 3

#### Decision making around DSG for 2018/19

Approval required	Services covered (and funding block)	Indicative amount (mostly 2017/18 unless otherwise indicated)
Authority proposes and decides, but it must consult the Schools Forum	Funding Formula, amounts distributed and arrangements for Minimum Funding Guarantee	The baseline Schools Block for 2018/19 starts at £242.37m, including £3m for growth fund and £0.4m for falling rolls which are considered separately.
Schools forum approval is not required (although they should be consulted)	High needs block provision Central licences negotiated by the Secretary of State	Baseline is £49.67m for 2018/19  approval not required
Schools forum approval is required on a line-by-line basis	Funding to enable all schools to meet the infant class size requirement Back-pay for equal pay claims Remission of boarding fees at maintained schools and academies Places in independent schools for non-SEN pupils Admissions Servicing of schools forum Contribution to responsibilities that local authorities hold for all schools Contribution to responsibilities that local authorities hold for maintained schools (voted on by relevant maintained school members of the forum only) De-delegated services from the schools block (voted on by the relevant maintained school members of the forum only)	Part of Growth fund - £3m  No provision  No provision  No provision  £0.461m £23k in 2017/18 £843k (former ESG core) 2017/18  None  Schedule of services amounting to £2.145m 2017/18
Schools forum approval is required	Central early years block provision Any movement of funding out of the schools block	5% of the estimated 3 & 4 year old funding  To be determined

Approval required	Services covered (and funding block)	Indicative amount (mostly 2017/18 unless otherwise indicated)
	<p>Any deficit from the previous funding period that reduces the amount of the schools budget</p> <p>Any brought forward deficit on de-delegated services which is to be met by the overall schools budget</p>	<p>To be determined</p> <p>none</p>
<p>Schools forum approval is required on a line-by-line basis. The budget cannot exceed the value agreed in the previous funding period and no new commitments can be entered into.</p> <p><a href="#">Read establishing local authority DSG baselines for more information</a></p>	<p>Capital expenditure funded from revenue – projects must have been planned and decided on prior to April 2013 so no new projects can be charged. Details of the remaining costs should be presented</p> <p>Contribution to combined budgets – this is where the schools forum agreed prior to April 2013 a contribution from the schools budget to services which would otherwise be funded from other sources</p> <p>Existing termination of employment costs (costs for specific individuals must have been approved prior to April 2013 so no new redundancy costs can be charged)</p> <p>Prudential borrowing costs – the commitment must have been approved prior to April 2013. Details of the remaining costs should be presented</p>	<p>none</p> <p>£0.599m</p> <p>£0</p> <p>£0.566m, but will reduce in 2018/19.</p>
<p>Schools forum approval is required on a line-by-line basis, including approval of the criteria for allocating funds to schools</p>	<p>Funding for significant pre-16 pupil growth, including new schools set up to meet basic need, whether maintained or academy</p> <p>Funding for good or outstanding schools with falling rolls where growth in pupil numbers is expected within three years</p>	<p>part of £3m growth fund</p> <p>£0.400m will be included within the Schools Block for 2018/19, but unlikely to be needed for falling rolls.</p>

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amount per pupil</th> <th>Secondary amount per pupil</th> <th>Eligible proportion of primary NOR</th> <th>Eligible proportion of secondary NOR</th> <th>Sub Total</th> <th>Total</th> <th>Proportion of total pre MFG funding (%)</th> <th>Primary Notional SEN (%)</th> <th>Secondary Notional SEN (%)</th> </tr> <tr> <td>2) Deprivation</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>FSM</td> <td>£243.86</td> <td></td> <td>6,374.08</td> <td>3,164.46</td> <td>£1,554,390</td> <td rowspan="8"><b>£24,579,079</b></td> <td>10.19%</td> <td>10.00%</td> <td>10.00%</td> </tr> <tr> <td>FSM6</td> <td>£270.00</td> <td></td> <td>10,553.97</td> <td>6,266.62</td> <td>£1,692,006</td> <td>10.00%</td> <td>10.00%</td> <td>10.00%</td> </tr> <tr> <td>IDACI Band F</td> <td>£349.29</td> <td>£349.29</td> <td>4,335.40</td> <td>2,120.55</td> <td>£2,252,023</td> <td>10.00%</td> <td>10.00%</td> <td>10.00%</td> </tr> <tr> <td>IDACI Band E</td> <td>£419.15</td> <td>£419.15</td> <td>3,592.07</td> <td>1,750.44</td> <td>£2,299,324</td> <td>10.00%</td> <td>10.00%</td> <td>10.00%</td> </tr> <tr> <td>IDACI Band D</td> <td>£558.87</td> <td>£558.87</td> <td>1,989.44</td> <td>1,079.20</td> <td>£1,714,970</td> <td>10.00%</td> <td>10.00%</td> <td>10.00%</td> </tr> <tr> <td>IDACI Band C</td> <td>£698.59</td> <td>£698.59</td> <td>3,029.24</td> <td>1,531.29</td> <td>£3,185,923</td> <td>10.00%</td> <td>10.00%</td> <td>10.00%</td> </tr> <tr> <td>IDACI Band B</td> <td>£838.30</td> <td>£838.30</td> <td>5,663.21</td> <td>2,738.84</td> <td>£7,045,480</td> <td>10.00%</td> <td>10.00%</td> <td>10.00%</td> </tr> <tr> <td>IDACI Band A</td> <td>£1,397.17</td> <td>£1,397.17</td> <td>2,336.74</td> <td>1,166.02</td> <td>£4,893,964</td> <td>10.00%</td> <td>10.00%</td> <td>10.00%</td> </tr> <tr> <td>3) Looked After Children (LAC)</td> <td>LAC X March 16</td> <td>£0.00</td> <td></td> <td>271.27</td> <td>£0</td> <td rowspan="3"><b>£3,178,148</b></td> <td>0.00%</td> <td>0.00%</td> <td>0.00%</td> </tr> <tr> <td>4) English as an Additional Language (EAL)</td> <td>EAL 2 Primary</td> <td>£800.00</td> <td></td> <td>3,366.87</td> <td>£2,693,496</td> <td>1.32%</td> <td>0.00%</td> <td>0.00%</td> </tr> <tr> <td>EAL 2 Secondary</td> <td></td> <td>£1,200.00</td> <td></td> <td>403.88</td> <td>£484,652</td> <td>0.00%</td> <td>0.00%</td> <td>0.00%</td> </tr> <tr> <td>5) Mobility</td> <td>Pupils starting school outside of normal entry dates</td> <td>£0.00</td> <td>£0.00</td> <td>544.60</td> <td>£0</td> <td>0.00%</td> <td>0.00%</td> <td>0.00%</td> </tr> <tr> <td>6) Prior attainment</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <th>Description</th> <th>Weighting</th> <th>Amount per pupil</th> <th>Percentage of eligible pupils</th> <th>Eligible proportion of primary and secondary NOR respectively</th> <th>Sub Total</th> <th>Total</th> <th>Proportion of total pre MFG funding (%)</th> <th>Primary Notional SEN (%)</th> <th>Secondary Notional SEN (%)</th> </tr> <tr> <td>Low Attainment % new EFSF</td> <td>100.00%</td> <td></td> <td>39.58%</td> <td></td> <td></td> <td rowspan="5"><b>£11,990,693</b></td> <td rowspan="5">4.97%</td> <td rowspan="5">100.00%</td> <td rowspan="5">100.00%</td> </tr> <tr> <td>Low Attainment % old FSP 73</td> <td></td> <td>£700.00</td> <td>14.95%</td> <td></td> <td>11,408.69</td> <td>£7,986,084</td> </tr> <tr> <td>Secondary low attainment (year 7)</td> <td>48.02%</td> <td></td> <td>22.80%</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Secondary low attainment (year 8)</td> <td>48.02%</td> <td>£1,000.00</td> <td></td> <td>4,004.61</td> <td>£4,004,609</td> <td></td> </tr> <tr> <td>Secondary low attainment (years 9 to 11)</td> <td></td> <td></td> <td>23.62%</td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="10"><b>Other Factors</b></td> </tr> <tr> <th>Factor</th> <th>Lump Sum per Primary School (£)</th> <th>Lump Sum per Secondary School (£)</th> <th>Lump Sum per Middle School (£)</th> <th>Lump Sum per All-through School (£)</th> <th>Total (£)</th> <th>Proportion of total pre MFG funding (%)</th> <th>Notional SEN (%)</th> </tr> <tr> <td>7) Lump Sum</td> <td>£125,000.00</td> <td>£125,000.00</td> <td></td> <td></td> <td><b>£15,875,000</b></td> <td>6.58%</td> <td>20.00%</td> </tr> <tr> <td>8) Sparsity factor</td> <td></td> <td></td> <td></td> <td></td> <td>£0</td> <td>0.00%</td> <td>0.00%</td> </tr> <tr> <td colspan="10">Please provide alternative distance and pupil number thresholds for the sparsity factor below. Please leave blank if you want to use the default thresholds. Also specify whether you want to use a tapered lump sum for one or both of the phases.</td> </tr> <tr> <td>Primary distance threshold (miles)</td> <td></td> <td>Primary pupil number average year group threshold</td> <td></td> <td>Fixed or tapered sparsity primary lump sum?</td> <td>Fixed</td> <td></td> <td></td> </tr> <tr> <td>Secondary distance threshold (miles)</td> <td></td> <td>Secondary pupil number average year group threshold</td> <td></td> <td>Fixed or tapered sparsity secondary lump sum?</td> <td>Fixed</td> <td></td> <td></td> </tr> <tr> <td>Middle schools distance threshold (miles)</td> <td></td> <td>Middle school pupil number average year group threshold</td> <td></td> <td>Fixed or tapered sparsity middle school lump sum?</td> <td>Fixed</td> <td></td> <td></td> </tr> <tr> <td>All-through schools distance threshold (miles)</td> <td></td> <td>All-through pupil number average year group threshold</td> <td></td> <td>Fixed or tapered sparsity all-through lump sum?</td> <td>Fixed</td> <td></td> <td></td> </tr> <tr> <td>9) Fringe Payments</td> <td></td> <td></td> <td></td> <td></td> <td>£0</td> <td>0.00%</td> <td></td> </tr> <tr> <td>10) Split Sites</td> <td></td> <td></td> <td></td> <td></td> <td><b>£598,086</b></td> <td>0.24%</td> <td></td> </tr> <tr> <td>11) Rates</td> <td></td> <td></td> <td></td> <td></td> <td><b>£2,519,084</b></td> <td>1.04%</td> <td></td> </tr> <tr> <td>12) PFI funding</td> <td></td> <td></td> <td></td> <td></td> <td><b>£6,014,859</b></td> <td>2.49%</td> <td></td> </tr> <tr> <td>13) Exceptional circumstances (can only be used with prior agreement of ESFA)</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <th>Circumstance</th> <th>Total (£)</th> <th>Proportion of total pre MFG funding (%)</th> <th>Notional SEN (%)</th> </tr> <tr> <td>Additional lump sum for schools amalgamated during FY17-18</td> <td>£0</td> <td>0.00%</td> <td>20.00%</td> </tr> <tr> <td>Additional sparsity lump sum for small schools</td> <td>£0</td> <td>0.00%</td> <td></td> </tr> <tr> <td>Exceptional Circumstance3</td> <td>£0</td> <td>0.00%</td> <td></td> </tr> <tr> <td>Exceptional Circumstance4</td> <td>£0</td> <td>0.00%</td> <td></td> </tr> <tr> <td>Exceptional Circumstance5</td> <td>£0</td> <td>0.00%</td> <td></td> </tr> <tr> <td>Exceptional Circumstance6</td> <td>£0</td> <td>0.00%</td> <td></td> </tr> <tr> <td colspan="4">Additional funding to meet minimum per pupil funding level</td> <td>£0</td> </tr> <tr> <td colspan="4"><b>Total Funding for Schools Block Formula (excluding MFG funding Total) (£)</b></td> <td><b>£241,178,011</b></td> <td><b>100.00%</b></td> <td><b>£35,266,807</b></td> </tr> <tr> <td colspan="4">14) Minimum Funding Guarantee</td> <td>0.00%</td> <td><b>£4,848,155</b></td> </tr> <tr> <td colspan="4">Apply capping and scaling factors? 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Please leave blank if you want to use the default thresholds. Also specify whether you want to use a tapered lump sum for one or both of the phases.										Primary distance threshold (miles)		Primary pupil number average year group threshold		Fixed or tapered sparsity primary lump sum?	Fixed			Secondary distance threshold (miles)		Secondary pupil number average year group threshold		Fixed or tapered sparsity secondary lump sum?	Fixed			Middle schools distance threshold (miles)		Middle school pupil number average year group threshold		Fixed or tapered sparsity middle school lump sum?	Fixed			All-through schools distance threshold (miles)		All-through pupil number average year group threshold		Fixed or tapered sparsity all-through lump sum?	Fixed			9) Fringe Payments					£0	0.00%		10) Split Sites					<b>£598,086</b>	0.24%		11) Rates					<b>£2,519,084</b>	1.04%		12) PFI funding					<b>£6,014,859</b>	2.49%		13) Exceptional circumstances (can only be used with prior agreement of ESFA)								Circumstance	Total (£)	Proportion of total pre MFG funding (%)	Notional SEN (%)	Additional lump sum for schools amalgamated during FY17-18	£0	0.00%	20.00%	Additional sparsity lump sum for small schools	£0	0.00%		Exceptional Circumstance3	£0	0.00%		Exceptional Circumstance4	£0	0.00%		Exceptional Circumstance5	£0	0.00%		Exceptional Circumstance6	£0	0.00%		Additional funding to meet minimum per pupil funding level				£0	<b>Total Funding for Schools Block Formula (excluding MFG funding Total) (£)</b>				<b>£241,178,011</b>	<b>100.00%</b>	<b>£35,266,807</b>	14) Minimum Funding Guarantee				0.00%	<b>£4,848,155</b>	Apply capping and scaling factors? (again may be capped above a specific ceiling and/or scaled)				Yes			Capping Factor (%)	4.43%	Scaling Factor (%)	100.00%			Total deduction if capping and scaling factors are applied				-£95,439			MFG Net Total Funding (MFG + deduction from capping and scaling)				<b>£4,752,716</b>	<b>1.93%</b>	High Needs threshold (only fill in if, exceptionally, a high needs threshold different from £6,000 has been approved)							Additional funding from the high needs budget				£0.00			Growth fund (if applicable)				£2,000,000.00			Falling rolls fund (if applicable)				£0.00			<b>Total Funding For Schools Block Formula</b>				<b>£245,930,727</b>			% Distributed through Basic Entitlement				73.15%			% Pupil Led Funding				89.64%			Primary: Secondary Ratio				1 : 1.36			Total funding for schools block formula contains funding from outside of the 2018-19 Schools Block allocation?				No		
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Local Authority Funding Reform Proforma									
LA Name:		0							
LA Number:		0							
Premises costs to exclude from allocation when calculating the minimum funding level		Rates		PFI		Split Sites			
		No		No		No			
Primary minimum per pupil funding level		Middle school minimum per pupil funding level for secondary pupils		Secondary minimum per pupil funding level					
<b>Pupil Led Factors</b>									
Reception uplift		0.00							
Description		Amount per pupil		Pupil Units		Sub Total		Total	
1) Basic Entitlement									
Age Weighted Pupil Unit (AWPU)									
Primary (Years R-6)		£2,927.16		35,405.00		£103,636,100		43.70%	
Key Stage 3 (Years 7-9)		£4,175.98		10,670.00		£44,557,707		18.79%	
Key Stage 4 (Years 10-11)		£4,403.97		6,412.00		£28,238,256		11.91%	
Description		Primary amount per pupil		Secondary amount per pupil		Eligible proportion of primary NOR		Eligible proportion of secondary NOR	
2) Deprivation									
FSM		£243.86				6,374.08		3,164.46	
FSM6		£270.00				10,553.97		6,266.62	
IDACI Band F		£349.29		£349.29		4,335.40		2,120.55	
IDACI Band E		£419.15		£419.15		3,592.07		1,750.44	
IDACI Band D		£558.87		£558.87		1,989.44		1,079.20	
IDACI Band C		£698.59		£698.59		3,029.24		1,531.29	
IDACI Band B		£838.30		£838.30		5,663.21		2,738.84	
IDACI Band A		£1,397.17		£1,397.17		2,336.74		1,166.02	
Description		Primary amount per pupil		Secondary amount per pupil		Eligible proportion of primary NOR		Eligible proportion of secondary NOR	
3) Looked After Children (LAC)		LAC X March 16		£0.00		271.27		£0	
4) English as an Additional Language (EAL)		EAL 2 Primary		£800.00		3,366.87		£2,693,496	
EAL 2 Secondary				£1,200.00		403.88		£484,652	
5) Mobility		Pupils starting school outside of normal entry dates		£0.00		£0.00		£0	
Description		Weighting		Amount per pupil		Percentage of eligible pupils		Eligible proportion of primary and secondary NOR respectively	
6) Prior attainment		Low Attainment % new EFSF		100.00%		£700.00		39.58%	
Low Attainment % old FSP 73								14.95%	
Secondary low attainment (year 7)		48.02%						22.80%	
Secondary low attainment (year 8)		48.02%		£1,000.00				4,004.61	
Secondary low attainment (years 9 to 11)								23.62%	
Description		Weighting		Amount per pupil		Percentage of eligible pupils		Eligible proportion of primary and secondary NOR respectively	
7) Lump Sum				£125,000.00		£125,000.00		£15,875,000	
8) Sparsity factor				£0.00		£0.00		£0	
Please provide alternative distance and pupil number thresholds for the sparsity factor below. Please leave blank if you want to use the default thresholds. Also specify whether you want to use a tapered lump sum for one or both of the phases.									
Primary distance threshold (miles)		Primary pupil number average year group threshold				Fixed or tapered sparsity primary lump sum?		Fixed	
Secondary distance threshold (miles)		Secondary pupil number average year group threshold				Fixed or tapered sparsity secondary lump sum?		Fixed	
Middle schools distance threshold (miles)		Middle school pupil number average year group threshold				Fixed or tapered sparsity middle school lump sum?		Fixed	
All-through schools distance threshold (miles)		All-through pupil number average year group threshold				Fixed or tapered sparsity all-through lump sum?		Fixed	
9) Fringe Payments				£0		£0		0.00%	
10) Split Sites				£598,086		£598,086		0.25%	
11) Rates				£2,519,084		£2,519,084		1.06%	
12) PFI funding				£2,014,859		£2,014,859		0.85%	
13) Exceptional circumstances (can only be used with prior agreement of ESFA)									
Circumstance						Total (£)		Proportion of total pre MFG funding (%)	
Additional lump sum for schools amalgamated during FY17-18						£0		0.00%	
Additional sparsity lump sum for small schools						£0		0.00%	
Exceptional Circumstance3						£0		0.00%	
Exceptional Circumstance4						£0		0.00%	
Exceptional Circumstance5						£0		0.00%	
Exceptional Circumstance6						£0		0.00%	
Additional funding to meet minimum per pupil funding level						£0			
Total Funding for Schools Block Formula (excluding MFG funding Total) (£)						£237,178,011		100.00%	
14) Minimum Funding Guarantee				0.00%		£4,848,155			
Apply capping and scaling factors? (again may be capped above a specific ceiling and/or scaled)						Yes			
Capping Factor (%)		4.43%		Scaling Factor (%)		100.00%			
Total deduction if capping and scaling factors are applied						-£95,450			
MFG Net Total Funding (MFG + deduction from capping and scaling)						£4,752,706		1.96%	
High Needs threshold (only fill in if, exceptionally, a high needs threshold different from £6,000 has been approved)						£0.00			
Additional funding from the high needs budget						£2,000,000.00			
Growth fund (if applicable)						£0.00			
Falling rolls fund (if applicable)						£0.00			
Total Funding For Schools Block Formula						£241,930,717			
% Distributed through Basic Entitlement						74.39%			
% Pupil Led Funding						91.15%			
Primary: Secondary Ratio						1 :		1.31	
Total funding for schools block formula contains funding from outside of the 2018-19 Schools Block allocation?						No			

**Bristol Schools Forum**  
**Schools Block 2018/19**

<b>Date of meeting:</b>	22 <sup>nd</sup> November
<b>Time of meeting:</b>	6.15 pm
<b>Venue:</b>	Future Inns

## 1. Purpose of report

- 1.1 To advise the Schools Forum of the key features of the funding formula for mainstream schools and academies for 2018/19.
- 1.2 To seek agreement, from the maintained primary school members of the Forum, to the primary school de-delegated services for 2018/19.
- 1.3 To seek agreement, from the maintained secondary school members of the Forum, to the secondary school de-delegated services for 2018/19.

## 2. Recommendations

Schools Forum is invited to:

- 2.1 advise on whether it supports the Local Authority's view of how to apply the local formula for 2018/19 which is set out below:
  - Existing formula factors and weightings to be maintained;
  - Appropriate allocations are made for rates;
  - Minimum Funding Guarantee of 0%;
  - No cap;
  - Factor values to be a function of the available funding, the factors, the weightings and the operation of the MFG.
- 2.2 note that, in the event of the Authority setting a budget that materially increases the PFI Factor for the 8 PFI secondary academies, it will be seeking a disapplication of the MFG for that factor, for those schools, as per the agreement of Schools Forum in September 2017.

Maintained primary representatives of Schools Forum are invited to:

- 2.3 agree to de-delegation of the following services at the amounts per pupil indicated in Table 3 for 2018/19:
  - a) Employee & Premises Insurance
  - b) Assessment of Eligibility for free school meals
  - c) Maternity Supply Cover
  - d) Schools In Financial Difficulty
  - e) TU Facility Time

- f) Health & Safety Roving Reps
- g) Educational Psychology
- h) Teaching & Learning consultants

Maintained secondary representatives of Schools Forum are invited to:

2.4 agree to de-delegation of the following services at the amounts per pupil indicated in Table 3 for 2018/19:

- a) Employee & Premises Insurance
- b) Assessment of Eligibility for free school meals
- c) Maternity Supply Cover
- d) TU Facility Time
- e) Health & Safety Roving Reps
- f) Educational Psychology

### **3. Background**

3.1 The paper elsewhere on this agenda refers to the developing strategy for schools finance for 2018/19 and the ESFA's operational funding guidance. This gives some indicative funding levels and two options for distributing funding through the Schools Block (ie with or without an additional £4m distributed through the PFI Factor).

3.2 The Authority will need to determine key elements of the funding formula separate to the amount of funding available, including:

- The formula factors to be used;
- The level of the Minimum Funding Guarantee for 2018/19 (between -1.5% and 0%);
- The capping level on gains in the formula; and
- The extent of services de-delegated for maintained schools.

3.3 In order that schools and academies can be funded on the same basis, the funding for a number of services have been identified by the DfE as services that must be delegated as part of the initial formula.

3.4 Maintained mainstream schools, by a majority vote of the Schools Forum in each sector, can opt to 'de-delegate' the funding for their sector i.e. the LA will hold the funding centrally for the agreed services with the funding spent on that sector only. The agreed retention will not be given to maintained schools in the formula.

3.5 The amount of funding distributed, the formula factors used, the MFG and the cap are all decisions for the Authority to make, but it must take account of Schools Forum's view. Decisions on de-delegation are for representatives of each sector's maintained schools to make.

### **4. Funding formula**

- 4.1 In the DSG Overview paper elsewhere on this agenda, Table 3a and 3b indicate how much would be allocated to the Schools Block under Plan A and Plan B.
- 4.2 Plan A would have £247.9m in total. After holding £2m for the Growth Fund, this would leave £245.9m to be distributed through the funding formula. This would include £4m extra on the PFI Factor, which would go to the 8 PFI schools to repay as a contribution to the PFI contract costs. The LA would seek a disapplication from the Minimum Funding Guarantee for those schools for that factor.
- 4.3 Plan B would have £243.9m in total. After holding £2m for the Growth Fund, this would leave £241.9m to be distributed through the funding formula. The PFI Factor would remain at its current level (plus inflation) and the PFI Affordability Gap would be dealt with differently by the Authority.
- 4.4 On both of these plans, there would be sufficient to provide enough funding to meet the overall cost of the Minimum Funding Guarantee (ie 100% of the 2017/18 formula allocation, excluding lump sums and rates) plus 1.5%.
- 4.5 **Appendix 1** and **Appendix 2** illustrate the overall distribution of funding on Plan A and Plan B with the following assumptions:
  - a) Maintain the local formula factors, weightings and values the same as 2017/18
  - b) Set appropriate sums for rates;
  - c) Set the Minimum Funding Guarantee at 0% (ie 100% of the 2017/18 amount is guaranteed) (a change from -1.5% MFG in 2017/18);
  - d) Set the cap for gains in the formula at 4.43% (a change from 0.01% in 2017/18).
- 4.6 This ensures that the available funding is distributed and the only difference between the two illustrations is that £4m more is allocated through the PFI in Plan A.
- 4.7 In the final formula, using the October 2017 census information, it is proposed to remove the cap, to maintain a Minimum Funding Guarantee of 0% for 2018/19, to set appropriate sums for rates and to maintain the formula factors and weightings. This would mean that the factor values would be a function of those items and the amount of funding available for distribution.
- 4.8 At present, the formula values over-allocate the available funding, such that a very low cap has had to be used to distribute the available funding. For 2017/18 the cap was 0.01% ie schools could not gain any more per pupil than they received in 2016/17. This constrains the workings of the formula. The formula is the factors and their weighting; the cash values should flow from how much money is available, what the factors and weightings are how that is affected by the Minimum Funding Guarantee.

## 5. De-delegation of services

5.1 In September 2017, a consultation paper was sent to all maintained schools asking their views on the delegation or de-delegation of these budgets.

5.2 21% of maintained primary schools (13 schools) and 67% of maintained secondary schools (2 schools) responded to the consultation.

5.3 The table below gives the summarised results of the recent consultation by sector and the LAs recommendations for each budget area.

**Table 1: Outcomes from de-delegation consultation with Primary Maintained Schools**

Maintained Primary Schools		% Agree	LA Recommendation	Agree	Disagree	Total
Do you agree with the LA recommendation to				Number of Responses		
<b>1</b>	- continue to de-delegate the budget for premises and employee insurance?	100	De-delegate (pool) budget	13	0	13
<b>2</b>	- continue to de-delegate the budget for FSM Assessment	100	De-delegate (pool) budget	13	0	13
<b>3</b>	- continue to de-delegate the budget for maternity supply cover	100	De-delegate (pool) budget	13	0	13
<b>4</b>	- continue to de-delegate the budget for Schools in financial difficulty	54	De-delegate (pool) budget	7	6	13
<b>5</b>	- continue to de-delegate the budget for trade union faculty time	46	De-delegate (pool) budget	6	7	13
<b>6</b>	- continue to de-delegate the budget for roving health and safety reps.	54	De-delegate (pool) budget	7	6	13
<b>7</b>	- continue to de-delegate the budget for Education Psychology	77	De-delegate (pool) budget	10	3	13
<b>8</b>	- continue to de-delegate the budget for primary teaching and learning consultants	31	De-delegate (pool) budget	4	9	13

**Table 2 Outcomes from de-delegation consultation with Secondary Maintained Schools**

	Maintained Secondary Schools	% Agree	LA Recommendation	Agree	Disagree	Total
	Do you agree with the LA recommendation to					
1	- continue to de-delegate the budget for premises and employee insurance?	100	De-delegate (pool) budget	2	0	2
2	- continue to de-delegate the budget for FSM Assessment	100	De-delegate (pool) budget	2	0	2
3	- continue to de-delegate the budget for maternity supply cover	100	De-delegate (pool) budget	2	0	2
4	- continue to de-delegate the budget for trade union faculty time	50	De-delegate (pool) budget	1	1	2
5	- continue to de-delegate the budget for roving health and safety reps.	50	De-delegate (pool) budget	1	1	2
6	- continue to de-delegate the budget for Education Psychology	50	De-delegate (pool) budget	1	1	2

**Table 3: Indicative de-delegated funding by service**

Service	PRIMARY		SECONDARY	
	Per pupil £	Indicative total	Per pupil £	Indicative total
<b><u>'Insurance' type Services</u></b>				
Employee & Premises Insurance	£31.06	£576,536	£39.38	£71,593
Assessment of Eligibility for free school meals	£1.14	£21,161	1.14	2072.52
Maternity Supply Cover	£27.68	£513,796	£40.20	£73,084
Schools In Financial Difficulty	£5.17	£95,966		
TU Facility Time	£3.85	£71,464	£3.85	£6,999
Health & Safety Roving Reps	£0.91	£16,891	£0.91	£1,654
<b><u>Services to Schools</u></b>				
Educational Psychology	£5.48	£101,720	£5.48	£9,963
Teaching & Learning consultants	£15.80	£293,280		
<b>Total</b>		<b>£1,690,813</b>		<b>£165,365</b>

4.4 The Local Authority recommendation to the Forum is that all of the above services are de-delegated to maintained schools in 2018-19. De-delegation supports the provision of a coherent core offer by the Council to all maintained schools. This is particularly important when unplanned issues arise in a school and enables support to be provided rapidly and without the need to agree terms of engagement. The areas above where the feedback from those schools who

responded is more mixed appear to relate to services which provide targeted support to meet a particular need such as a complex HR issue, a particular Health and Safety matter or support for a teaching and learning challenge. It is recognised that, in a particular year, not all schools benefit equally from these services. However, the funding of these services does enable all maintained schools to benefit at a time of need.

## Bristol Schools Forum: High Needs Block Update

<b>Date of meeting:</b>	27 <sup>th</sup> September 2017
<b>Time of meeting:</b>	6.15 pm
<b>Venue:</b>	City Hall

### 1. Purpose of report

- 1.1 The High Needs deficit recovery Action Plan has been developed by Local Authority officers and has been informed by the work of the Inclusion Reference Group. A project group has been established chaired by the Service Director: Education & Skills to take forward the actions of the plan and monitor impact. The project group meets fortnightly with associated task & finish activities taking place outside of the core group meetings. This report updates Schools forum on progress with the key mitigating actions of the High Needs Deficit recovery plan as at Period 6 Forecast outturn

### 2. Recommendations

- 2.1 To note the budget forecast outturn for period 6 2017/18 and impact on 18/19 forecast  
2.2 To comment on progress  
2.3 To seek Schools Forum's agreement to submit a request to the Education and Skills Funding Agency to disapply the Minimum Funding Guarantee for special schools in the event that the new model being developed will require this to support implementation.

### 3. Latest forecast position for 2017/18 and 2018/19

- 3.1 **Table 1** sets out the latest period forecast, period 6, for 2017/18 and 2018/19 based on the actions taken to date. This forecast includes top up panels being held In November.

**Table 1: Forecast High Needs spend against funding 2017/18 (Period 6) and 2018/19**

Component	Forecast 2017/18 - Period 6 £'000	Forecast 18/19 £'000	Change from 17/18 to 18/19 £'000
1. Places only	15,959	15,370	- 589
2. SEN Top-ups	24,044	25,447	1,403
3. AP Top-ups	851	837	- 14
4. Other SEN provision	5,817	5,817	0
5. Other AP provision	4,725	4,725	0

<b>Component</b>	<b>Forecast 2017/18 - Period 6 £'000</b>	<b>Forecast 18/19 £'000</b>	<b>Change from 17/18 to 18/19 £'000</b>
6. Services	3,386	3,355	- 31
Total Commitment	54,782	55,551	769
Brought Forward	- 3,180	- 7,313	- 4,133
DSG Funding (Gross)	50,649	50,740	91
<b>Total Funding</b>	<b>47,469</b>	<b>43,427</b>	<b>- 4,042</b>
Overspend (cumulative)	7,313	12,124	4,811
Period 5 forecast was	7,730	12,910	
Change since September 2017 Schools Forum report	-417	-786	

- 3.2 The improvement since Period 5 arises because of small reductions in Services through vacancy management, a slight decline in AP spot purchase by moving children into existing costed provision, with the majority of the saving seen on independent maintained placements following a review of placement pricing.
- 3.3 The 2018/19 forecast is based on the same forecast as set out in the September 2017 Schools Forum paper, but it factors in the on-going impact of the reductions reported at Period 6. It does not include any savings targets arising from the High Needs Action Plan, nor does it assume any additional funding beyond the provisional High Needs DSG advised by the Education and Skills Funding Agency.
- 3.4 The current position is that the High Needs budget is forecast to overspend by £7.3m in 2017/18 and, without any further actions, would produce a cumulative overspend of £12.1m by the end of 2018/19.

#### **4. High Needs deficit recovery action plan**

- 4.1 The High Needs project group continues to meet fortnightly and has supported a number of actions.
- 4.2 The six key work areas addressed by the action plan and the target savings indicated in September 2017 are set out in Table 2.

**Table 2: Summary of savings targets in High Needs Action Plan**

<b>Key Work Area (summarized)</b>	<b>Target saving £'000</b>
Core Places	-400
SEN Top Ups	-2,750
Alternative Learning Provision Top-ups	-150
Other SEN Provision (e.g. out of authority placements)	Tbc
Other Alternative Learning Provision (eg hospital tuition)	-1,000
High Needs Services	-650
<b>Total</b>	<b>-4,950</b>

4.3 Progress in each of the areas is considered below.

### **Core Places**

- 4.4 Place planning continues with special schools and resource bases, with final returns to ESFA due at the end of this month, to inform 18/19 places. This seeks to vary place numbers to ensure that occupancy remains within 85-92% range. Where occupancy falls below this places are reduced. Period 7 will reflect changes.
- 4.5 **FE College place funding.** Officers have sought clarity from the ESFA regarding element 3 FE places commissioned in other FE colleges. The ESFA have now confirmed the approach that all LA's must implement and changes will be seen in period 7.
- 4.6 **Challenges to ESFA** This relates to resource bases which are no longer operation within the LA. At this time the place funding is not available to Bristol. This equates to 45 places at Primary level. Officers continue to seek clarity from the EFSA.

### **SEN Top ups**

4.7 **Mainstream schools** Top up panels are being held this week across the City for mainstream schools. There have been a total of 245 applications submitted. Of these 140 are new applications. The projected spend ranges from £483,231- £1,560,500. The Inclusion Reference group have looked at breakdown of the applications and have made the following recommendations to the LA. These have been agreed as follows:

- Top Up reviews will be carried out as normal.
- For new applications, allocations will be at the lowest amount of the band applied for and will be allocated for one year only (exceptions include Children in Care or pupils with a Physical Disability/Difficulty, Hearing Impairment or Visual Impairment).
- Payments will start at the beginning of the new term, January 2018

- Pupils with Early Years wrap around ending in November are exempt from the point above
- 4.8 **Special Schools** Work has continued with Special schools and Pupil referral units, with a hothouse forming the basis of this review. Further development work is required. This new funding approach will take into account individual school circumstances but the aim is for implementation to start from April 2018. Full implementation is likely to take 12-18 months to achieve depending on each schools circumstance.
- 4.9 Work is still at an early stage, but if any changes are to be made in 2018/19 even with a staggered approach it is unlikely that they will be possible if the Authority has to abide by the Minimum Funding Guarantee. The requirement is that funding for pupils with the same needs should not reduce by more than the MFG year-on-year. As the papers elsewhere on the agenda are considering an MFG for mainstream schools of 0%, this would substantially limit the scope to make any reductions at all if they were agreed as appropriate.
- 4.10 To mitigate above and to prepare the Authority is required to submit a request to disapply the MFG by the end of November 2017 and it would be helpful if the Schools Forum agreed that this is appropriate within the context of the required savings. The ESFA would take account of the scale and impact of any proposed changes, the views of Schools Forum and of the schools themselves, as well as any process of engagement that the Authority had undertaken to reach conclusions on revised individual budgets.
- 4.11 **Further Education and post 16** Monthly panels are now in place and have reviewed in excess of over 300 applications from all FE providers. Good progress has been made and changes will be reported in period 7.

## **Alternative Provision Top-Ups**

- 4.12 The Bristol Inclusion panel steering group have met and further recommendations are agreed which provides for an annual contribution from schools to ALP places made by BIP. There remained concern around the continuing high level of placements in ALP and further strategies to reduce this are being considered.

## **Other SEN Provision**

- 4.13 Work towards the Capital Strategy and identifying which projects will return revenue savings and provide required sufficiency continues. This is linked in to the special school review.
- 4.14 The Joint agency Panel is looking at creative ways to maintain young people in the Local authority. Some individual progress has been made but risks remain high for these placements. This hasn't been included within the forecast.
- 4.15 Internal systems for forecasting against this area of spend have been reviewed and is more reactive and accurate.

## Other Alternative Learning Provision

- 4.16 **Primary Early Intervention Bases:** Primary EIB pilot meetings continue by area. Where pilots are coming to an end the LA have advised future costs based on expected number of permanent exclusions. This is in line with anticipated savings.
- 4.17 In the North the EIB panel has been successful in offering support to mainstream schools and heads have agreed to seek a contribution from North heads to the cost of running the EIB. Officers wish to consider a similar arrangement for primary pupils. This has not been included within this forecast
- 4.18 In the South pilot EIB the pressure on placements is high with the EIB struggling to provide full time placements for the numbers of pupils required. Work continues to address this.
- 4.19 **The Meriton (Pupil Referral Unit for young parents):** A new model of delivery has been proposed and is currently in wider engagement stage with a decision making pathway in place, subject to outcomes. The consultation seeks views to providing for young parents through the Hospital Education Service in partnership with Children Centre services. This would release capital costs and associated expenditure These savings are identified in the HNB deficit recovery plan at £200,000.
- 4.20 **Bristol Hospital Education service:** A further proposal is to add the provision at BHES to the Bristol inclusion panel is currently with the management committee .This would include a cost for those pupils who are no longer active cases to CAMHS. Work continues

## High Needs Services

- 4.21 The inclusion service provides Educational Psychology services to schools for early intervention and the LA Statutory assessment and advice gathering. The current specification contains both aspects described above and as such the proposal is seeking to rebalance the allocation to reflect the early intervention and statutory roles. A review of the Educational psychology statutory function has started and will report initially by the beginning of January.
- 4.22 An alignment of services within the 0-25 service has taken place. This means that teams have moved into different services. All teams will be reviewed for the balance of statutory and non-statutory work for each team and explore options for future funding which include schools contributing to funding. This happens currently for a number of services but is not consistent.
- 4.23 Activities to progress the saving £650k for all activities are in train but it is too soon to see any impact on period 6 at this stage.

## Inclusion Reference group

4.24 This group continues to meet and support the school Forum and the Local Authority through a partnership model. The actions of the IRG for this period are seen within the Top up section.

## 5. Financial Implications

5.1 The Chief Finance Officer continues to remain concerned that the High Needs Budget is overspent. It is imperative that all actions are taken to pursue the savings measures in the High Needs Action Plan. The Action Plan, if it delivers its targets, would only be addressing the current in-year position, rather than the historic deficit. Some consideration of how to manage the historic deficit in the medium term will be necessary.

## 6. Conclusion

6.1 Activity levels are high with all lines of the HND deficit recovery plan in action by Local Authority Officers and schools. Schools forum are asked to note this.

### Glossary of Terms

LA	Local Authority
SEND	Special Educational Needs and Disability
PRU	Pupil Referral Unit
AP	Alternative Provision
EIB	Early Intervention Base
BHES	Bristol Hospital Education Service
CAMHS	Child and Adolescent Mental Health Services

**Bristol Schools Forum**  
**Growth Fund**

<b>Date of meeting:</b>	22 <sup>nd</sup> November 2017
<b>Time of meeting:</b>	6.15 pm
<b>Venue:</b>	Future Inns, Bristol

## **1 Purpose of report**

- 1.1 The Growth Fund policy has to be agreed by Schools Forum. Discussion at recent Schools Forum meetings has considered whether that policy should be amended to ensure that schools do not receive any growth fund for pupils whose home authority is not Bristol City Council. This report provides some background to the current policy and the possible future arrangements under the National Funding Formula. It then invites Schools Forum to determine whether it wishes to change the policy or not.

## **2 Recommendation**

### **2.1 Schools Forum is invited to determine whether it wishes to:**

- a) **keep the Growth Fund policy as currently for academic year 2018/19; or**
- b) **amend the policy as illustrated to exclude non-resident pupils from any allocations from the Growth Fund for the academic year 2018/19.**

## **3 Background**

- 3.1 The current policy for the Growth Fund has been in operation for many years and the policy to apply to 2017/18 was most recently agreed by Schools Forum in March 2017. It is set out in **Appendix 1**.
- 3.2 The concerns expressed at recent meetings are that the Authority has a duty to ensure the sufficiency of school places and that the admission of non-resident pupils makes the fulfilment of that duty more difficult. A possible way of addressing this concern, if Schools Forum believes it ought to, could be to amend the Growth Fund policy, such that funding from the Growth Fund should only be provided with respect to resident Bristol pupils. While this minor change could not transform the admissions arrangements on its own, it would aim to be part of a wider approach to help Bristol pupils have access to local school places
- 3.3 This report sets out the wider context of the Authority's duty to provide sufficient school places and includes some considerations of the consequences of such a change to the policy.

## 4 Information

- 4.1 The ‘Greenwich Judgement’ of 1990 established that it is illegal for admission authorities to give priority to the residents of one local authority over the residents of another and although there has been a significant change in the pattern of cross-border admissions for secondary schools, Bristol remains a net ‘exporter’ of pupils. On 1st March 2017, 567 (646 in 2016) Bristol resident pupils were offered Year 7 places at schools outside the city.
- 4.2 Numbers coming into Bristol are lower and 175 (153 in 2016) non-Bristol resident pupils were offered Year 7 places in Bristol secondary schools. These pupils are spread across a number of schools and 16 of the 22 secondary schools in Bristol offered places to at least one non-Bristol resident pupil.
- 4.3 **Table 1** sets out how these non-resident offers are distributed across each of the 22 schools and whether those schools are eligible for growth funding in 2017/18 or in future years.

**Table 1: Number of Year 7 admission offers for 2017/18 academic year (non-resident pupils and total pupils) and whether expansions have been agreed**

School Name	PAN	Total Offers	Non-Bristol Offers	Expansion agreed 2017/18	Are there expansions agreed for future years?
ASHTON PARK SCHOOL	216	223	2	0	No
BEDMINSTER DOWN SECONDARY SCHOOL	216	216	0	0	No
BRIDGE LEARNING CAMPUS (SECONDARY)	180	129	0	0	No
BRISTOL BRUNEL ACADEMY	232	232	7	16	Yes
BRISTOL CATHEDRAL CHOIR SCHOOL	150	149	15	30	Yes
BRISTOL FREE SCHOOL	200	208	0	10	Yes
BRISTOL METROPOLITAN ACADEMY	180	180	6	0	No
CITY ACADEMY	195	258	0	0	No
COLSTON'S GIRLS' SCHOOL	140	142	40	0	No
COTHAM SCHOOL	216	216	3	0	Yes
FAIRFIELD HIGH SCHOOL	216	216	0	15	No
HENBURY SCHOOL	189	189	2	0	No
MERCHANTS' ACADEMY (SECONDARY)	182	174	1	0	No
OASIS ACADEMY BRIGHTSTOWE	160	166	1	0	No

School Name	PAN	Total Offers	Non-Bristol Offers	Expansion agreed 2017/18	Are there expansions agreed for future years?
OASIS ACADEMY BRISLINGTON	270	143	0	0	No
OASIS ACADEMY JOHN WILLIAMS	162	177	0	22	Yes
ORCHARD SCHOOL	185	212	11	0	No
REDLAND GREEN SCHOOL	216	216	0	14	Yes
ST BEDE'S CATHOLIC COLLEGE	180	180	72	0	No
ST BERNADETTE CATHOLIC SECONDARY SCHOOL	150	150	5	0	No
ST MARY REDCLIFFE & TEMPLE CE SECONDARY SCHOOL	216	216	7	0	No
STEINER ACADEMY BRISTOL (SECONDARY)	26	26	3	0	No
<b>TOTAL</b>	<b>4077</b>	<b>4018</b>	<b>175</b>	<b>107</b>	No

NB This is based on admissions offers, not the October 2017 census.

- 4.4 The largest 'importer' of non-Bristol resident pupils is St Bede's. 72 places were offered for non-Bristol pupils (53 in 2016) from a PAN of 180 (150 in 2016). The school was established to serve the Catholic community of north Bristol, North Somerset and parts of South Gloucestershire. This is the only Catholic secondary school to serve this area and admission is based on Catholic children living in the designated parish areas, irrespective of the local authority boundary. Establishing new Catholic provision within North Somerset or South Gloucestershire is highly unlikely as numbers of pupils would not be high enough to be viable. The Catholic community therefore would consider it essential that St Bede's continues to serve the wider area.
- 4.5 Colston's Girls School offered 40 places to non-Bristol pupils (34 in 2016) from a PAN of 140. The original admissions policy for the academy was based on the pupil population at the time the academy was established and sought to reduce the impact on individual Bristol schools. There have been changes to the policy but the academy seeks to admit 75% of pupils from postcodes that are mainly within Bristol and 25% from outside. This is within the School Admissions Code. When Bristol was considering capital investment to expand the school a change to a 90/10% split was considered. The capital scheme was not considered to offer value for money and was not continued. The academy is not currently seeking to change the split of postcodes and is planning to expand 11-16 admissions without investment from Bristol.
- 4.6 Bristol Cathedral Choir School was established as an academy with an admission policy reflecting the intake of the school. The wide catchment area, as with Colston's Girls' reduced the impact on individual Bristol schools at a time when surplus places were a major issue. The academy

offered 16 places to non-Bristol pupils (20 in 2016) from a PAN of 150 (120 in 2016).

- 4.7 Overall, **Table 1** demonstrates that non-resident pupils are a very small proportion of the overall admissions to secondary schools. They are found in faith and single sex schools more than they are found in other schools and academies and the two schools with the largest numbers are not currently expanding. Had the policy been changed for 2017/18, and had these admission numbers produced the numbers on the October 2017 census, 2 schools would have lost funding for 22 pupils.
- 4.8 Pupil Projections used to establish 'Basic Need' to attract capital funding from Government must use factors to take account of inward and outward migration and therefore more accurately reflect the pattern of secondary school admissions for Bristol and non-Bristol resident pupils.
- 4.9 Many local authorities have schools that, for various reasons, have catchments that include areas outside their home local authority. These may be faith schools, schools with a particular specialism or schools serving the needs of a particular group or community, such as single sex schools or University Technical Colleges.
- 4.10 Revenue funding is based on overall pupil numbers, regardless of home local authority of the pupil. Schools will therefore receive funding for all additional pupils in the following financial year. Excluding non-Bristol pupils from one part of the funding formula is inconsistent with other funding.
- 4.11 The growth fund allows schools to plan more effectively and appoint staff during the admissions process as although initial offers are made for secondary schools on 1st March, final numbers may not be certain until pupils join in September.
- 4.12 A similar analysis was not immediately available for primary admissions. It is expected that numbers of non-resident pupils would be low, but there may be more in faith schools or schools on the border. Officers hope to be able to provide some analysis on this before the Schools Forum meeting on 22<sup>nd</sup> November 2017.

## **5 Alternative policy**

- 5.1 There are two criteria that schools need to meet in order to access basic need growth funding. The first is that their expansion has been agreed by the Local Authority. That ought to remain as the first criteria and there is no obvious need to change it. The second is that there are actually higher pupil numbers that need to be funded. On this, the issue would be to distinguish between the extra resident and non-resident pupils.

- 5.2 If Schools Forum were to decide to change the policy to exclude non-resident pupils from the calculations, the most straightforward way of doing this is to add a clause on the second page of the policy (in Appendix 1). At the point where it says (NOTE A), could be added:

*Subject to the number of pupils funded being no greater than the difference between the total number of pupils (excluding non-resident pupils) in the first admission year group (ie Reception for infant and primary schools, Year 3 for Junior schools and Year 7 for secondary schools), as per the latest October pupil census, and the agreed admission number for the school before the agreed expansion.*

## **6 Considerations on changing the policy to exclude non-resident pupils.**

- 6.1 Changing the current Growth Fund policy would be inconsistent with the principle in the mainstream formula which is based on pupil numbers, irrespective of home address.
- 6.2 The degree to which a change of policy would affect an individual school is dependent on the numbers of non-Bristol pupils. The majority of secondary schools admit very low numbers of pupils from outside the city and may have no plans for expansion. For some schools, such as St Bede's, the impact will be greater as expansion is already underway and there will be a delay in receiving any funding for some pupils for two terms.
- 6.3 The DfE are trying to establish a way of dealing with Growth Fund as part of the National Funding Formula. They are either going to introduce a standard national approach to allocating in-year growth funding, which would not take account of resident / non-resident pupils. Or they will not have a Growth Fund at all, meaning that schools with expansions would have to wait a year to receive extra money. Either way, this points to any decision either way to be for a temporary period at most.
- 6.4 Considering growth fund as part of the overall basis for funding schools it is recommended that Schools Forum continues to operate the Growth Fund as at present and treat Bristol resident and non-resident pupils equally.

## Appendix 1

### Growth Fund Policy

#### Background:

2015-16 Revenue Funding Arrangements published by the DfE/EFA: 'Operational Information for local authorities' outlines the principle for a growth fund. Local authorities may centrally retain funding within the schools block in order to create a growth fund for the purposes of supporting growth in pre-16 pupil numbers to meet basic need, to support additional classes needed to meet the infant class size regulation and to meet the costs of new schools.

The growth fund may **not** be used to support schools in financial difficulty or for general growth due to popularity.

All central budgets within the schools block must be made available to recoupment academies on the same basis as maintained schools – The only exception is that DfE will continue to pay start-up and post opening costs for 'Free Schools'.

Growth funding will apply where a school/academy:

- has increased its PAN, at the request of the authority, to provide an extra form of entry or greater to meet basic need in the area (caused by general population growth or housing development) as an on-going commitment
- has agreed with the authority to provide a number of places above PAN as a bulge class as a consequence of school reorganisation or to meet short term additional needs.

Growth funding will **not** apply where a school/academy:

- increases its PAN by choice but not agreed with the local authority as part of the process to meet basic need in the area
- admits over PAN by choice (not to meet agreed basic need)
- where pupils are admitted above a schools PAN as a consequence of appeal or error in the school admissions process.

Bristol's growth fund consists of 5 elements:

1. Planned basic need growth
2. Brand new schools start up
3. Brand new schools post opening
4. Infant class size funding
5. Application for exceptional circumstance

## **1. Planned Basic Need Growth**

Funding to schools is provided where the Local authority has requested to increase the schools PAN in order to meet basic need. Funding is calculated as follows:

In the first year of increased intake the formula is:

30 pupils (for an extra form entry) multiplied by the entire pupil led elements of the formula (basic entitlement, deprivation, EAL, prior attainment) multiplied by 7/12ths (for the September – March).

On average this is approximately £60,000. The school will also receive £4,000 for a new reception class and £3,000 for any other new key stage class.

The period April-August will be covered by the schools formula funding allocation in the following local authority financial year based on numbers from the October census however, for academies we are required to fund the increase for the whole academic year and the April – August element will be recouped from the EFA.

In subsequent years as the increased admission moves through the year groups, the school will be funded as above but on actual pupils rather than a full class of 30 i.e. year 1 on October 2015 census less year 1 on October 2014 census . **(NOTE A)** If these extra pupils increase the number of classes needed in that year group, the school will also receive the £3,000 towards extra resources.

If the growth requires an **additional site**, the school would receive the split site element of the formula, (£31k in 2015/16).

In the first year of increased intake funds can be released for the start of September, for subsequent years information will be required from the October census therefore funds will be released by end of December.

**Please note, there is no need to apply for this growth funding. If it is planned and authorised by the LA, the LA will track and pay each year.**

## **2. Brand new schools - start up**

Where a school or a new academy is established for basic need purposes, the responsibility for start-up funding and diseconomies lies within the Local Authority. Start-up costs apply to the period between the capital work being completed and the school opening.

A one- off payment will be made as follows:

£50,000 1 form entry school

£70,000 2 form entry school (or larger)

**Please note, there is no need to apply for this growth.**

**3. Brand new Schools – Post opening funds**

Where a school or a new academy is established for basic need purposes, the responsibility for start-up funding and diseconomies lies with the Local Authority. Post opening funds relate to the need to incur some fixed management and premises costs as new schools build up their numbers.

In the financial year after opening (i.e. school opened September 2014, post opening funds commence 2015/16 local authority financial year) the school will be eligible for post-opening funds as per the details below:

- An allocation for non staffing resources is paid whilst the school is building up to capacity, an amount of £250 is multiplied by the number of **new** pupils expected to be on roll at September. For example, if 30 pupils are on October 2014 census and 60 are expected on the October 2015 census, the non staffing element would be:

$$30 \times £250 = £7,500.$$

- An allocation for leadership is based on the number of year groups that the school will ultimately have but do not yet have pupils. For example, a primary school would have 7 year groups but in the first year of opening, 6 would be empty. A lump sum allocation would be given as per below:

Empty Cohorts	6	5	4	3	2	1
Primary allocation	£80,500	£67,500	£54,000	£40,500	£27,000	£13,500

Overall, if the primary school opened in September 2014 with 30 pupils in Reception there would be 6 empty year groups which would initiate an allocation of £80,500 and if the school expects to have 60 pupils in total by September 2015 (30 in reception and 30 in year 1 ) then they would also receive £7,500 in respect of non staffing resources. Hence their total post opening allocation would be £88,000.

This funding would need to be applied for on an annual basis. **The deadline for applications is 1<sup>st</sup> December.**

A form is available from the DSG finance team [BristolDSGmailbox@bristol.gov.uk](mailto:BristolDSGmailbox@bristol.gov.uk).

#### **4. Infant Class size Regulation**

Support for infant classes where pupil numbers exceed a multiple of 30 while an ordinary teaching session is conducted by a single teacher (or, where the session is conducted by more than one school teacher, a maximum of 30 pupils for every teacher).

Schools should not have class sizes of more than 30 in KS1 (from reception to Y2) in the infant phase.

This is governed by the Infant Class Size Regulations and is monitored externally by the DfE through the pupil census. A link to the regulation can be found here : [The School Admissions \(Infant Class Sizes\) \(England\) Regulations 2012](#)

There are exceptions to this, the Infant class size legislation makes allowance for the entry of an additional child in very limited circumstances where it would be prejudicial to his or her interests not to admit them ('excepted pupils').

The main circumstances where a child can be admitted as an 'excepted pupil' are:

- a) Children admitted outside the normal admissions round with statements of special educational needs specifying a school
- b) Looked after children and previously looked after children admitted outside the normal admissions round
- c) Children admitted, after initial allocation of places, because of a procedural error made by the admission authority or local authority in the original application process
- d) Children admitted after an independent appeals panel upholds an appeal
- e) Children who move into the area outside the normal admissions round for whom there is no other available school within reasonable distance (the local authority has to confirm that the child qualifies under this category)
- f) Children of UK service personnel admitted outside the normal admissions round
- g) Children whose twin or sibling from a multiple birth is admitted otherwise than as an excepted pupil
- h) Children with special educational needs who are normally taught in a special educational needs unit attached to the school, or registered at a special school, who attend some infant classes within the mainstream school

These children will remain an 'excepted pupil' for the time they are in an infant class or until the class numbers fall back to the current infant class size limit. Excepted pupils will not attract additional funding from the Growth Fund.

Where there would be no alternative to having a class size of more than 30, and in order to comply with the Regulations, funding will be paid to reflect the costs of an additional teacher. This funding would be used to either enable the formation of another class or simply teach the bigger class with 2 teachers.

Examples:

Total KS1 pupils on the October census are 154.  
154 divided into 30 = 5.133 classes, so 6 classes are needed.  
The difference between 6 and 5.133 = 0.867.  
Therefore would be funded 86.7% of an average teacher.  
 $£35,000 \times 0.867 = £30,345$ .

Total KS1 pupils on the October census are 175.  
175 divided into 30 = 5.833, so 6 classes are needed.  
The difference between 6 and 5.833 = 0.167.  
Therefore would be funded 16.7% of an average teacher.  
 $£35,000 \times 0.167 = £5,845$ .

Schools with fewer than 30 KS1 pupils will not be eligible as the lump sum on the funding formula is deemed to provide sufficient resources for an infant class.

Schools with more than 6 classes  $30 \times 6 = 180$  pupils in KS1 would also not be eligible as they would be deemed to have sufficient resources in their funding formula.

Infant class size funding would need to be applied for on an annual basis. A form is available from the DSG finance team [BristolDSGmailbox@bristol.gov.uk](mailto:BristolDSGmailbox@bristol.gov.uk).

**The deadline for applications is 1<sup>st</sup> December.**

## **5. Application for exceptional circumstance**

Schools can submit an application into the LA for extra funding from the growth fund **due to basic need growth**, the case for the exceptional circumstance (that requires funding over and above the funding formula and the planned basic need growth) should be clearly stated with evidence supporting the claim for which the outcome will be decided by the Service Director for Education and Skills and the Chair of the Schools Forum.

A form is available from the DSG finance team [BristolDSGmailbox@bristol.gov.uk](mailto:BristolDSGmailbox@bristol.gov.uk).

**The deadline for applications is 1<sup>st</sup> December.**

**Unspent Funds**

Any unspent growth funds as at 31<sup>st</sup> March will be used to support the overall DSG fund as directed by the Service Director of Education and Skills in consultation with the Head of Finance (People).

Ends

*(NOTE A: Note A does not form part of the current policy. It is here that a clause might be added to restrict funding to Bristol resident pupils if Schools Forum should so decide.)*

At Schools Forum on 11<sup>th</sup> July 2017, the guiding principles for getting the Dedicated Schools Grant back to balance were noted. The Forum agreed to endorse them, subject to some proposed amendments as set out below:

### **Principles**

- To take account of the needs of the children, young people and other stakeholders in Bristol when making changes; taking particular account of the needs of the most vulnerable;
- To meet our statutory obligations, but to appreciate that we can meet them in many different ways;
- To provide value for money services (efficiency, economy and effectiveness);
- To adopt a prudent approach to risks and opportunities;
- To avoid entering into new commitments before the budget is balanced unless there is a clear invest-to-save or statutory obligation business case;
- To have a clear plan in place no later than early in the autumn term;
- To plan effectively for change by modelling proposals and considering longer term impacts;
- To have the end goal of reaching a balanced on-going budget and a recovery of the overspend amounts as swiftly as practical.