

Date: Friday, 29 March 2019

Democratic and Members' Services

Fiona McMillan
Monitoring Officer

10:00 hr

Shire Hall
Castle Hill
Cambridge
CB3 0AP

**Kreis Viersen Room
Shire Hall, Castle Hill, Cambridge, CB3 0AP**

AGENDA

1. **Apologies for absence and declarations of interest**
2. **Minutes - 18th January 2019** **3 - 10**
3. **Action Log** **11 - 14**
4. **Early Years National Funding Formula Review 2019-20 Update** **15 - 18**
5. **2019/20 Budget**
6. **Agenda Plan** **19 - 20**
7. **Date of Next Meeting**
8. **Next Forum Workshop 1st April**

The County Council is committed to open government and members of the public are welcome to attend Committee meetings. It supports the principle of transparency and encourages filming, recording and taking photographs at meetings that are open to the public. It also welcomes the use of social networking and micro-

blogging websites (such as Twitter and Facebook) to communicate with people about what is happening, as it happens. These arrangements operate in accordance with a protocol agreed by the Chairman of the Council and political Group Leaders which can be accessed via the following link or made available on request:
<http://tinyurl.com/ccc-film-record>

For more information about this meeting, including access arrangements and facilities for people with disabilities, please contact

Clerk Name: Rob Sanderson

Clerk Telephone: 01223 699181

Clerk Email: Rob.Sanderson@cambridgeshire.gov.uk

<p>The Council does not guarantee the provision of car parking on the Shire Hall site and you will need to use nearby public car parks http://tinyurl.com/ccc-carpark or public transport.</p>
--

CAMBRIDGESHIRE SCHOOLS FORUM: MINUTES

Date: Friday 18th January 2019

Time: 10:00am – 11:00am

Place: Kreis Viersen Room, Shire Hall, Cambridge

Present: P Hodgson (Chairman), Dr A Rodger (Vice-Chairman), L Callow, J Culpin, S Connell, T Davies, J Digby, A Goulding, J Horn, J Lloyd, D Parfitt, P Stratford, A Reeder, R Spencer, P Stratford, Dr K Taylor OBE and R Waldau

Observers

Councillor J Whitehead	Cambridgeshire County Council
J Duveen	Teacher Unions
A Rutterford-Dufferty	Diocese of Ely

Officers

J Lee, J Lewis, N Mills, R Sanderson, S Surtees and M Wade

Apologies: S Blythe, A Matthews, J North, P Peres, A Reed, S Roscoe, Cllr S Bywater and Cllr P Downes

91. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies were received from S Blythe, A Matthews, J North, P Peres, A Reed, S Roscoe, Cllr S Bywater and Cllr P Downes. The Forum was informed that Sue Blythe and Jackie North had resigned from their seats on the Forum and that the process of finding replacements was underway.

There were no declarations of interest.

92. MINUTES OF THE MEETING ON 14TH DECEMBER 2018

The minutes of the meeting on 14th December 2018 were approved as a correct record and signed by the Chairman.

93. ACTION LOG

The Action Log was reviewed and various updates were provided by the Service Director of Education.

With regard to Minute 76 and concerns about the overspend and home tuition in the High Needs Block, members were reminded that the main focus of the upcoming Forum working group session on February 1st 2019 would be to tackle these issues and that further information would be provided at the working group. It was noted that in December Government had allocated an extra £1.4m to the local authority for the High Needs Block in 2018-19 and the same amount for 2019-20, as part of £150m that had been distributed to authorities across the country on the basis of pupil numbers. Members were invited to consider setting this additional money aside for investment in transformation as opposed to simply using it to reduce the £7.5m overspend deficit, in order to finance real change,

rather than continue the current cycle of rising costs and demand being met by lower funding.

In discussing this proposal, members:

- Acknowledged that the working group would need to establish firm actions regarding the use of the funding to reduce demand on the High Needs Block, to justify using the additional funds in this way following the previous injections of additional funding that the sector had received. There would also need to be demonstrable, measurable savings from the investment to justify the course of action proposed. It was noted that the working group would be open to all members of the Forum, but not to the public.
- Suggested that the money could go towards trying to keep children from leaving the county for their education, although it was noted that £1.4m might not be enough for such a task and that it often took many years before identifiable outcomes could be gauged.
- Sought and received assurances that the £1.4m would not be used to create new posts within the local authority
- Agreed that a wide variety of sectors should have input to the discussion.
- Expressed concern over the reaction that Maintained Schools might have to hearing that the High Needs Block was receiving £1.4m in extra funding that was not to be distributed, after the Block had already received £1.7m from the Schools Block. It was suggested that spreading a message of sustainable change was important, as well as the need to reduce the likelihood of being required to ask for £1.7m from the Schools Block on a recurring basis.
- Clarified that there were no caveats from the Department for Education on how the money should be spent, other than that it was required to go towards the High Needs Block.

With regard to Minute 82, Forum was reminded that as of this meeting, members who failed to attend three consecutive meetings would have their appointment removed and a replacement sought, although it was noted that a substitute could attend on their behalf to avoid such a situation. It was clarified that this did not apply to observers, as their attendance did not affect the quorum and they did not have voting rights.

With regard to Minute 86, a letter from Cllr Simon Bywater was tabled at the meeting, included in these minutes as **Appendix A**. This relayed the response that having held a discussion with the Leader of the Council, Cllr Count, it was confirmed that the Council would not be able to accept the Forum's proposal of an increase in Council Tax rates in order to provide extra funds for the Higher Needs Block.

94. SCHOOL ADMISSION APPEAL ARRANGEMENTS FOR ALL ADMISSION AUTHORITIES FINANCIAL YEAR 2019-20 ONWARDS

The Forum received a report advising it of the need to change the way in which the cost associated with the provision of Schools Admission appeals was funded in response to revisions contained within the 2018-19 schools revenue funding operational guidance issued by the Department for Education (DfE). This detailed the changes in funding and requirements for school admission appeals from 2019-20 onwards which suggested that it

might no longer be possible to differentiate between own admission authority schools and those for which the local authority was the admissions authority.

Three options were presented by officers for the Forum to consider, with the officer recommendation being for the Council to provide the appeals service free of charge to all schools, including Own Admission Authority Schools for whom the Authority currently charged for the service. It was noted that all authorities were currently confronting the same issue and that 'Option 1' was preferred to enable the continuation of a robust and independent service and avoid potential challenge from the DfE.

It was resolved unanimously to:

- a) Note the contents of the report.
- b) Approve the increase in funding to the admissions service from the Central School Services Block to support the delivery of school admission appeals for all Cambridgeshire.

95. 2019-20 SCHOOLS FUNDING FORMULA

The Forum received an update report on the Cambridgeshire schools funding formula for 2019/20 following the publication of the Dedicated Schools Grant allocations by the Department for Education which had only taken place on 17th December. Apologies were given for the late publication of the report but, as stated, due to the timing of the announcement there had been little time to make what were substantial changes over the Christmas period due to officer leave and it was considered more important to ensure the report provided the most accurate information possible. The Children and Young People Committee (CYP) had this year received a similar paper three days prior to the Forum meeting.

In presenting the report, Forum was informed that, as laid out in the paper, there was £345m to be allocated through the funding formula. Attention was drawn to the £3.6m that would be over-allocated if mirroring the national formula, as indicated in Section 4.4 of the report. While trying to adhere to the formula as much as possible, it was necessary to make some adjustments to remove the over-allocation. It was noted that however this was achieved, a negative impact would be felt somewhere and CYP had looked at the options presented in the paper and had decided on Option 3. It was acknowledged that the Forum normally considered the formula before it was approved by CYP but unfortunately the dates had not aligned in the current year, meaning that the Forum could only comment on the contents of the report as CYP had already made the decision. A later report on the agenda on proposed dates sought to ensure this did not happen next year with the proposed January date for Forum being before CYP to ensure Forum's views could be reported on and considered when CYP make the final decision.

In discussing the report:

- It was clarified that schools with falling rolls would lose out on funding based on pupil numbers and also potentially on the per pupil funding. It was noted that the lack of protection against falling rolls was a national challenge to the formula.
- It was highlighted that a fluctuation in pupil numbers this year, with a minimal net change in primary numbers, disguised significant losses and gains in various schools, with a bulge starting to occur in secondary schools.

- Clarification was sought over the difference in funding and how much was spent, noting that the Growth Fund requirement from the authority was £5m, with Government giving only £3.3m. It was acknowledged that the National Formula had consistently failed to adequately fund new schools that went on to reach capacity. Forum was told that an initial analysis on this situation would be carried out and presented to the Forum in March, in order to consider presenting the evidence to Government later in the year.
Action required: Martin Wade LGSS Strategic Finance Business Partner
- Queries were raised on how soon indicative budgets could be provided, given that the loss of tens of thousands of pounds would shock many schools as they prepared their already tight budgets for September 2019 on the assumption that they would have roughly the same amounts as the previous year. Members were informed that once the figures had been confirmed, information would be provided to schools and that this was likely to occur in early to mid-February. It was also confirmed that the indicative budgets could be circulated to teacher unions. It was proposed to put some draft figures together as soon as possible to send to schools in order for them to be able carry out their own calculations to estimate any potential loss. **Action required: Jon Lewis Service Director: Education**
- Attention was drawn to the need to consider the impact on workers at the bottom of the pay scale, including those on the minimum wage, along with the need for consultations to be undertaken with teacher unions. Concern was expressed that the table in Section 4.9 of the report suggested that around 40% of schools would be faced with redundancies in the next year due to the identified reduced funding.

It was resolved unanimously to:

Note the report.

96. PROPOSED FUTURE SCHOOLS FORUM DATES AFTER JULY 2019

As the last current meeting of Forum was in July, a report was received with proposed dates for meetings during the next school year further (August 2019 – July 2020).

In discussion Forum members agreed that there was currently no necessity for a meeting in November, highlighting that, if required, further meetings could be added to the schedule at a later date. It was noted that Democratic Services would set up the meetings agreed by the Forum and circulate information to all members. **Action required: Democratic Services**

It was resolved unanimously to:

Agree the following dates for Forum as follows:

Wednesday 16th October

Wednesday 18th December

Friday 17th January 2020

Friday 27th March 2020

Friday 15th May 2020

Friday 17th July 2020

97. AGENDA PLAN

Members requested that if practicable information be provided at the forthcoming Forum

workshop on 1st February, regarding the percentage of appeals that involved children with Special Education Needs (SEN) and whether it would be possible to have a separate funding arrangement for that sector if it was shown to be over-represented.

As clarification, it was noted that the school admission appeals process did not involve children with SEN. However, the lead officer indicated that she would provide information on the number of cases that went to tribunals in discussion with colleagues in SEN services. **Action required: Sam Surtees Strategic Admissions and Attendance Manager**

With the addition of a report to come forward to the meeting on March 29th on problems related to the national funding formula, it was resolved to:

Note the Agenda Plan

98. DATE OF NEXT MEETING

The Cambridgeshire Schools Forum will meet next on Friday 29th March 2019 at 10:00am in the Kreis Viersen Room, Shire Hall, Cambridge.

The next workshop will be held on Friday 1st February 2019 at 10:00am in Room 128, Shire Hall, Cambridge.

Chairman
29th March 2019

My ref: SB SF Funding

Your ref:

Date: 17th January 2019

Contact: Simon Bywater

Telephone: 01223 727994

E Mail: Simon.Bywater@cambridgeshire.gov.uk



People and Communities

Executive Director: Wendi Ogle-Welbourn

Box No: SH1210

Shire Hall

Cambridge

CB3 0AP

To Members of Schools Forum

Further to the Schools Forum meeting of the 14th December when the request was made to consider a council tax increase to fund the high need block pressures, I have had an opportunity to discuss this situation with Steve Count, Leader of Cambridgeshire County Council. We fully appreciate the challenges that are being faced but the council faces significant challenges -

- Funding for council services have been reduced dramatically over time. 2018/19 will see a further 13.2% reduction in our revenue support grant from the Department of Communities and Local Government.
- We have significant pressure on service demand including support for children in the care system and a rising demography for adult social care. Despite additional funding from government in these areas, huge pressures remain in our funding.
- The impact of the high needs pressure has had significant implications upon council funded budgets outside of the high needs block including educational psychology, the statutory assessment team and home to school transport. Despite our budget challenges, we have had to invest around £1.8m into special school transport in 2019/20 to meet the current overspend in this area and the expected demographic demand.
- In light of the latest information on budget pressures and the outcome of the funding settlement, we are projecting a remaining budget gap for 19-20 of £13.1m and substantial gaps in the next four years. The overall position is shown in the table below which will be considered by our General Purposes Committee (GPC) next week -

	2019-20 £'000	2020-21 £'000	2021-22 £'000	2022-23 £'000	2023-24 £'000	Total £'000
Total Saving Requirement	27,354	19,910	11,045	7,200	4,643	70,152
Identified Savings	-12,442	-8,978	-905	736*	306*	-21,271
Identified additional Income Generation	-1,778	502*	-5,791	99*	195*	5,741
Residual Savings to be identified	13,134	11,434	4,349	8,035	5,144	42,096

*Positive figures represent a reversal of savings/investments from previous years.

The savings/income target for 2019-20 is £27.4m with more than £70m required over the next five years.

The Council Tax referendum level has recently been confirmed as 2.99% in 2019-20 in addition to the Adult Social Care precept. The Business Plan currently assumes that core Council Tax will rise by 1.99% in 2019-20. The Council therefore now has the option to raise Council Tax by a further 1% which could raise an additional £2.728m income. When considering any increases in Council Tax, Council must strive to balance its powers to raise revenue against the demands that places on the population it strives to serve. That decision will be made by full Council February 5th 2019. The report also contains a number of other potential options to close the gap for 19/20, but obviously given the scale of the ongoing gaps in future years the use of core funding to meet DSG pressures cannot be considered at this stage.

The pressures we face together are significantly and we need to work together to resolve these issues. Cambridgeshire County Council, like it schools believe they are unfairly funded by central Government due to unfair national formulas, and have been actively campaigning through the fairer funding campaign to deliver more central Government funding in this area. We hope you recognise the efforts we have made in terms of, not just our funding but for education as well. Officers are fully committed to try and find pragmatic solutions to ensure we achieve a level of financial balance on the high needs block, without impacting children and being sensitive of the challenging financial position for schools. It is important we work together to continue to petition government to address these challenges, the majority of which need to be addressed by government including formulae and SEND policy.

Yours sincerely

A handwritten signature in black ink, consisting of several fluid, overlapping strokes that form a cursive-style name.

Cllr Simon Bywater

Chair Children and Young People Committee

SCHOOLS FORUM MINUTE ACTION LOG

The Action Log captures the actions arising from meetings of the Cambridgeshire Schools Forum. This is the updated action log as at 21st March 2019

MINUTES 5TH OCTOBER 2018

Minute Number	Title of Report	Lead Officer	Action	Update	Status
76.	HIGH NEEDS BLOCK a) More detail on Main Areas of overspend	Jon Lewis	That for the next meeting the main areas of overspend highlighted in the table under para 1.4 needed to be broken down further to show age profile and location in the County.	At the January Forum meeting it was indicated that the aim was to provide this information at the February workshop. Oral update to be provided at the meeting	Action ongoing
	b) Home Tuition	Jon Lewis	There was a request for information on how many of them had an Education and Health Care Plan (EHCP)	At the January Forum meeting it was indicated that the aim was to provide this information at the February workshop. Oral update to be provided at the meeting	Action ongoing

MINUTES 14TH DECEMBER 2018

82.	ACTION LOG	Rob Sanderson/ Nick Mills	Agreeing to terminate an appointment after a member failed to attend three consecutive meetings.	Democratic Services from the January Forum meeting had started monitoring attendance	Action ongoing
-----	-------------------	------------------------------	--	--	----------------

85.	CAMBRIDGESHIRE 2019/20 SCHOOL FUNDING FORMULA	Jon Lee	Suggested that it would be useful to have data on the carryforwards for schools in neighbouring authorities, as well as information on why the money had been put aside. Approaching other schools to share such information would also serve to open dialogue on the issue. Action: Head of Integrated Finance Services	This information will be included in the Schools Balances Report going to Forum meeting in July.	Action Ongoing
87.	HIGH NEEDS BLOCK FUNDING – THE CHALLENGES FOR CAMBRIDGESHIRE	Jon Lewis	Work on looking at what efficiencies could be found and demand for high need services reduced would be undertaken by the Schools Forum Working Group to be held on 1st February 2020. It was suggested that it would be helpful to see the alternatives devised by other authorities.	This was ongoing work and would be the subject of reports back to Forum in due course.	Action Ongoing.

JANUARY FORUM MEETING

95.	2019-20 SCHOOLS FUNDING FORMULA a) Growth Fund Query	Martin Wade	Clarification was sought over the difference in funding and how much was spent, noting that the Growth Fund requirement from the authority was £5m, with Government giving only £3.3m. Forum was told that an initial analysis on this situation would be carried out and presented to the Forum in March, in order to consider presenting the evidence to Government later in the year.	The National changes were set out in the reports to the October and December meetings. The cost of the guaranteed numbers for new schools within the formula is a direct cost to all schools. The cost of pre-opening /diseconomies funding for 2019/20 is taken from the £2.5m Growth Fund. The remaining growth fund allocations will not be agreed until May/June, based on requests from schools. As a result, the information would be included as part of the growth allocations report to be at the July Forum meeting.	Action ongoing
	b) Indicative Budget Figures	Jon Lewis	At the January Committee meeting it was indicated that draft figures would be put together as soon as possible after the meeting to send to schools in order for them to be able to carry out their own calculations to estimate any potential loss.	Oral update to be provided	
96.	Proposed Future Schools Forum Dates After July 2019	Democratic Services	Democratic Services would set up the meetings agreed by the Forum and circulate information to all members.	Undertaken following the meeting	Action completed

97.	AGENDA PLAN	Sam Surtees	The lead officer indicated that she would seek to obtain and provide information on the number of cases that went to tribunals in discussion with colleagues in Special Education Needs (SEN) services.	This data had been requested and reminders sent.	Action Ongoing
------------	--------------------	--------------------	---	--	---------------------------

6. 97.

EARLY YEARS NATIONAL FUNDING FORMULA REVIEW 2019/20 UPDATE

To: Cambridgeshire Schools Forum
Date: 29th March 2019
From: Shelley Kingston – Policy & Operations Manager School Admissions and EYF
 Emma Jones – Finance Business Partner (Education Directorate)

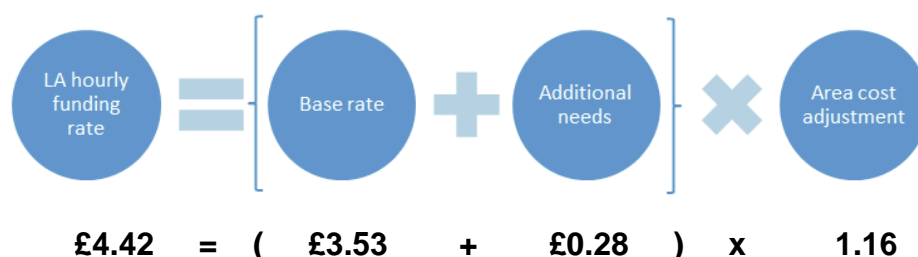
1.0 INTRODUCTION

The Department for Education (DfE) announced the introduction of the Early Years National funding formula which would come into effect from April 2017 and the introduction of a new early learning and childcare scheme for working parents from September 2017. Eligible working parents are now entitled to access an additional 15 hours of free childcare above the Universal Entitlement which would enable them to access 30 hours of free childcare in total. From Nov 2018 – December 2018 Early Years Funding team (EYF) consulted with providers on the following and their responses has formed the basis of the recommendations in this report which has been supported by Early Years Reference Group.

2.0 Funding for 2019 – 2020

The DfE recently published the Early Years National Funding Formula Hourly Rates for 2019 – 2020 financial year. This confirms that there will be no increase to baseline funding rate of £4.42 received during 2018 -19 and no changes within the operational guidance which will have an impact on the Cambridgeshire Funding Formula.

Funding to local authorities is calculated on the basis of 3 factors; a universal base rate of funding, plus additional needs factors and then multiplied by an area cost adjustment. For Cambridgeshire this results in overall funding of £4.42 per hour:



3.0 Summary of the Proposed Cambridgeshire Formula for 2019/20

Supplements

To keep the formula as simple as possible and to keep funding within the base rate, deprivation will remain the only supplement within the formula. This would be allocated in the same way as at present at the following rates:

Rank	Residence of child	IDACI Rank	Value per hour
1	Highest 10% per IDACI	0 - 3284	£1.30
2	Next highest 10% per IDACI	3285 - 6568	£1.00
3	Third highest 10% per IDACI	6569 – 9852	£0.65
4	Fourth highest 10% per IDACI	9853 - 13136	£0.30
0	Remaining 60% least deprived	13137 - 32844	£0.00

SEN Inclusion Fund

Funding of £0.5m per year will be provided from each of the High Needs and Early Years Blocks of funding to support the creation of an SEN inclusion fund (SENIF) totalling £1m.

The SENIF will provide funding for 3 and 4 year olds who are accessing either their Universal, or Extended Entitlement to early learning and childcare and who have complex additional needs, or an Education Health and Care Plan (EHCP). Funding will be provided in the form of top-ups or lump sums for providers according to the needs of individual pupils.

5.0 Early Years Centrally Retained Funding

The Early Years Funding guidelines restrict local authorities to retaining a maximum of 5% of funding centrally from 2018/19 onwards. The proposed funding retained centrally by the Local Authority to fund our statutory duties will account for approximately 3.6% of the funding provided (dependent on pupil numbers) which is lower than this statutory maximum.

The following table shows the proposed centrally retained amounts for the financial year 2019 - 2020:

Centrally Retained Budget	Value
Contribution to Support Early Years statutory duties and additional duties including <ul style="list-style-type: none"> • Qualifications and supporting workforce development • EY Access • Early Years childcare development and support 	£1,048,935
EYPP Eligibility	£11,000
Total	£1,059,935

An amount of £130k has been retained in the previous two financial years to support the implementation of the extended 30 hour entitlement. **This amount will not be retained for the financial year 2019/20.**

What Base Rate does this give?

Overall funding paid to local authority	£4.42
Less: Est. Deprivation Funding	£0.14
Less: SEN Inclusion Fund contribution	£0.07
Less: LA centrally Retained Funding	£0.16
Base Rate to all providers	<u>£4.05</u>

This base rate is £0.06 higher than the base rate that would be received if the LA were to retain the full 5%:

Overall funding paid to local authority	£4.42
Less: Est. Deprivation Funding	£0.14
Less: SEN Inclusion Fund contribution	£0.07
Less: LA centrally Retained Funding	£0.22
Base Rate to all providers	<u>£3.99</u>

6.0 Funding in addition to the hourly rate

Deprivation Supplement: Will continue at the rates outlined earlier in this document.

Early Years Pupil Premium: Will continue to be paid at a rate of £0.53 per hour for eligible children.

Disability Access Funding: the £615 lump sum paid to settings for eligible children will continue.

Top-up funding due to EHCPs or from SEN Inclusion fund: Funding rates will continue to be determined based on the individual needs of the child and in accordance with separate published policy and guidelines.

2 Year-old funding

2 Year-old funding will continue to be administered in the same way as currently. Cambridgeshire will receive a rate of £5.41 and this will be passed on in full to providers.

Funding to Nursery Schools

Maintained Nursery School funding has been extended until the end of the Summer term 2020.

7.0 Recommendation

Members of Schools Forum are asked to note the contents of the report and to approve the planned Centrally Retained amounts for 2019/20 as set out in section 5.

CAMBRIDGESHIRE SCHOOLS FORUM – FORWARD AGENDA PLAN

All meetings will be held at 10.00am in the Kreis Viersen Room, Shire Hall, Cambridge CB3 0AP unless otherwise specified.
Correct as at 21st March 2019.

Date of meeting	Agenda Item	Report author	Reports due to reach Democratic Services by:
Friday 17 May 2019 (reserve meeting date)	Update on High Needs Block workshop discussions?	<i>Jon Lewis</i>	Tuesday 7 May 2019
			Reports due to reach Democratic Services by:
Friday 12 July 2019	Election of the Chairman/woman and Vice Chairman/woman	<i>verbal</i>	Tuesday 2 July 2019
	Apologies for absence and declarations of interest	<i>verbal</i>	
	Minutes of the Meeting on 9 March 2018	Rob Sanderson	
	Action Log	Rob Sanderson	
	Agenda Plan	Rob Sanderson	
	Growth Fund Allocations – Impact of the National Funding Formula for Growth	M Wade	
	Schools Balances	J Lee	
	Date of Next Meeting	<i>Verbal</i>	
FUTURE AGREED FORUM DATES			
Wednesday 16th October	Central Schools Services Block Retained Funding and De-delegations		
	Dedicated Schools Grant Financial Position 2019-20		
	Cambridgeshire 2020-21 Funding Formula		
Wednesday 18th December	Schools Funding Formula 20-21		

	Growth Fund and New Schools Criteria		
Friday 17th January 2020	Schools Funding Formula 20-21		
Friday 27th March 2020			
Friday 15th May 2020			
Friday 17th July 2020			

21st March 2019