

Date: Friday, 08 November 2019

Democratic and Members' Services

Fiona McMilan

Monitoring Officer

10:00 hr

Law and Governance

Shire Hall

Castle Hill

Cambridge

CB3 0AP

Kreis Viersen Room

Shire Hall, Castle Hill, Cambridge, CB3 0AP

AGENDA

1. **Apologies for Absence**

2. **Minutes Schools Forum 12th July 2019**

5 - 12

3. **Minutes Action Log Update**

13 - 18

4. Notification of Appointments and Resignations

- a) As agreed at a previous meeting a place has been created to take account the new Maintained Secondary School at Northstowe and the headteacher Carole Moss is now a member of Forum
- b) Academy Alternative Provision following resignation of Sarah Roscoe in June, Nick Morley has now been appointed as her replacement.
- c) Academy Representative Jane Horn resigned on 12th July. A replacement is being sought.
- d) Academy Representative Primary schools Anna resigned in July 2019. A replacement is being sought.
- e) Secondary School Academy Representative Andrew Goulding resigned in July 2019 and a replacement is being sought.

5. Schools Funding Update - November 2019 19 - 82

6. Review of Schools Forum 83 - 86

7. Agenda Plan Schools Forum at 30th October 2019 87 - 88

8. Change of Date for the scheduled 29th March meeting

Due to funding timing issues the above meeting needs to be brought forward to Friday 28th February as set out on the agenda plan.

Forum is asked to agree this change of date.

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Clerk Name: Rob Sanderson

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CAMBRIDGESHIRE SCHOOLS FORUM: MINUTES

Date: Friday 12th July 2019

Time: 10:00am – 11:30

Venue: Kreis Viersen Room, Shire Hall, Cambridge

Present: Academy Board Member Philip Hodgson (Chairman)
Dr Alan Rodger (Vice-Chairman)

Maintained Primary Tony Davies
Sasha Howard

Maintained Nursery Rikke Waldau

Maintained Pupil Referral Unit Amanda Morris-Drake

Maintained Governor Paul Stratford

Academy Primary Susannah Connell

Academy Secondary Jonathan Digby
Andrew Goulding

Other Academy Appointments Jon Culpin
Patsy Peres
Richard Spencer

Early Years Reference Group Deborah Parfitt

Post-16 and Further Education Jeremy Lloyd

Observers Jon Duveen (Teachers Unions)
Joe McCrossan (Diocese of East Anglia)
Alex Rutterford-Duffety (Diocese of Ely)
Councillor Peter Downes (CCC)
Councillor Joan Whitehead (CCC)

Officers J Lee, J Lewis, N Mills, M Wade

Apologies: Maintained Special Lucie Calow

Academy Special School Kim Taylor

Observers Councillor Simon Bywater (CCC)

Absent: Maintained Primary Guy Underwood

Academy Primary Anna Reeder

115. APPOINTMENT OF CHAIRMAN/WOMAN AND VICE-CHAIRMAN/WOMAN

It was proposed by Rikke Waldau and seconded by Deborah Parfitt that Philip Hodgson be elected as Chairman of the Schools Forum for 2019/20. On being put to the vote the Forum resolved unanimously to appoint Philip Hodgson as Chairman.

The Chairman proposed, and it was seconded by Richard Spencer, that Dr Alan Rodger be elected as Vice Chairman of the Schools Forum for 2019/20. On being put to the vote it was resolved unanimously to appoint Dr Alan Rodger as Vice-Chairman.

116. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies were received from Lucie Callow, Kim Taylor and Councillor Bywater.

The Forum was informed that Jane Horn had resigned her seat while Andrew Goulding would be resigning his seat after today's meeting.

There were no declarations of interest.

117. MINUTES OF THE MEETING HELD ON 17TH MAY 2019

The minutes of the meeting held on 17th May 2019 were approved as a correct record and signed by the Chairman.

118. ACTION LOG

Written updates to the Minute Action Log were noted by Forum.

119. GROWTH FUND UPDATE – JULY 2019

The Forum received an update on Growth Fund allocations for 2019/20. While presenting the report, the Head of Integrated Finance Services reiterated to Forum that funding did not take into account the fact that new schools did not immediately operate at full capacity. As a result, the cumulative cost that was passed onto existing schools was significant and further exaggerated by the high levels of growth across Cambridgeshire. It was proposed to Forum that the expected surplus of £350k-£400k should be ring-fenced against the Growth Fund for future use, to minimise any potential top-slicing, as the Education and Skills Funding Agency did not allow for the money to be simply dispersed among schools.

Members' attention was drawn to section 4.2 of the report and the fact that there was a wide range of approaches taken by other local authorities, given that each area experienced different growth levels and were faced by different restraints.

While discussing the report, members:

- Reiterated a desire to be provided with demographic figures and the Service Director of Education stated that the information would be forthcoming as soon as it became available. **Action Required: Service Director of Education**

- Expressed concern that requests for increased funding would be rejected due to the high carry forwards of some schools, although it was noted that arguments and evidence could be put forward that levels of spending far outweighed funding, and that this would worsen with the forthcoming opening of new schools.
- Commented that criticism and challenges had been directed towards the demographic forecasts produced by the local authority. The Service Director explained that the main cause of divergence was due to the local authority including children who moved in and out of the County. It was also noted that the forecasting of figures had proved difficult with a large number of new housing developments in Cambridgeshire being repeatedly delayed. This issue had also led to a problem of overstaffing at some schools and it was confirmed that there had been no clawback awarded in such situations.
- Suggested that basing the formula for the allocation of funding to schools on a separate formula that was based on differential rates was unreasonable and had led to a disparity between primaries and secondaries. It was noted that the formula had last been discussed with Heads and the Schools Forum in 2016/17 and that a review of the process would be appropriate. **Action required: Strategic Finance Business Partner**
- Acknowledged that growth funding would sometimes help overcome a lag in finances but suggested that the nature of funding sometimes led to a double dip. Officers noted the concerns and informed members that figures did not pick up on nuances such as late entering pupils, a particularly disruptive occurrence in the first year, when children are not all at the statutory age at the beginning of the year.
- Expressed concern that some schools did not appear on the list for Growth Funding, suggesting that it was perhaps because they did not know how to apply. It was also suggested that some schools might benefit twice from the funding, but the Service Director of Education assured Forum that this was not the case.
- Argued that sending a letter to the Department for Education (DfE) would be less productive than arranging a face-to-face meeting, given that ministers received correspondence seeking further funding on a daily basis. While acknowledging the point, it was noted that the DfE would only make any changes to the general funding principles, as opposed to Cambridgeshire specific issues, and therefore it would be more effective to focus on that area.
- Noted the difficulties that arose from the Local Authority and schools operating on different financial years, although it was suggested that a greater difficulty lay in the use of various points of the year to produce pupil numbers.

It was resolved unanimously to:

- a) Note the contents of the report; and
 - b) Support the proposal to write to the Department for Education in respect of recognition of funding for new schools within the national funding formula.
- Action**

120. REVIEW OF MAINTAINED NURSERY SCHOOLS

The Forum was advised that a need had been identified to undertake a review of the Authority's maintained nursery school provision in response to funding challenges, as set out in the report. In presenting the report, the Service Director of Education informed members that there was an uneven distribution of Nursery Schools across England with around half of the 150 local authorities nationally supporting just under 400 maintained nurseries between them, of which the Council held responsibility for 7.

Following changes in the funding blocks, a top up for nursery schools was created to support the additional costs they faced from holding a school status. This supplement had never been formalised and indeed early years funding had not been properly reviewed for many years. It was noted that the additional funding was only committed until the end of August 2020, and although ministers had indicated that it was likely to continue beyond that date, there had been no confirmation. Members were reminded of the value that nurseries provided, especially for children with special educational needs and disabilities, in preparing children before they started primary and secondary education.

While discussing the issue raised in the report, members:

- Observed the presumption against closing nursery schools in the guidance and the messages from Government that nothing would change. There was concern expressed that it was premature to be considering such eventualities, although the Service Director of Education pointed out that if there was no funding beyond September 2020, then the Local Authority would be unable to provide the shortfall and planning for such a potentiality was not unreasonable.
- Acknowledged the challenge of having two separate provisions which existed with separate frameworks and guidances.
- Observed that the nurseries were located in some of the most deprived areas of the County and that problems would arise further down the line if no action was taken. The Forum was reminded that such a philosophy of prevention was supported by the Council.
- Sought clarification on a timescale for when any decision from Government could be expected, noting that it was just over a year before the funding was due to be terminated. It was suggested that a decision could be expected by December alongside the school settlement, but that would leave only 9 months to find a potential solution. The maintained nursery representative stressed that such uncertainty was extremely difficult to manage and as a result, schools had no choice but to keep reserves. She informed the Forum that nurseries from across the Country were meeting to develop a strategy and formula, given that schools in more affluent areas, which did not have the same costs due to additional needs, were receiving the same level of funding.
- Expressed concern that any review carried out over the summer holiday period would not involve staff and that such a review should involve all staff and not just teachers. It was clarified by the Service Director of Education that there would not be consultations over the summer period and that the time would be used to establish proposals that would be taken to Heads and then other staff and unions in the autumn.

- Established that an update report on the review would be presented to the Forum at its meeting on 16th October 2019 and that no decision would be made before the beginning of 2020. **Action: Service Director of Education**
- Considered alternative sources of funding and investment, although it was noted that protecting established streams of funding was the current priority.

It was resolved to:

Note the contents of the report.

121. MAINTAINED SCHOOLS AND DEDICATED SCHOOLS GRANT FINANCIAL HEALTH (SCHOOL BALANCES)

In response to queries made regarding a report at the previous meeting, the Forum received a follow-up paper regarding school balances and carry forwards. While presenting the report, the Head of Integrated Finance Services clarified that further information would be presented to the October Schools Forum meeting, as opposed to the September meeting indicated in section 1.1 of the report.

Attention was drawn to the chart in section 3.6 and the concern that had been raised over the four schools that had dropped below the rest. It was noted that questions had been asked over why schools were holding balances, including a letter from the Leader of the Council, Councillor Count. Acknowledging the relaxation of balance control mechanisms, it was suggested that retightening that process could help improve the amount of information on why schools were holding money.

While discussing the report, members:

- Sought clarification on how academy reserves would be broken down, given that they were pooled. The Service Director of Education acknowledged that it was not yet certain how it would be achieved, but advised that a letter would be circulated regarding the issue in August. **Required Action: Service Director of Education**
- Queried whether balance control mechanisms existed to reduce the chances of in year surpluses, or whether they were simply to demonstrate that the local authority was clear on the reasoning behind any carry forwards. It was argued that any carry forward represented money that had not been spent on the children it had originally been destined and apportioned for. While there were legitimate reasons for this, it was suggested that such reasons should be shared in order to alleviate concerns that some schools were dramatically increasing their carry forwards, while others were dramatically reducing theirs.
- Noted that some other local authorities, including Peterborough City Council, took back any reserves that exceeded the balance threshold. Forum discussed the effectiveness of such a policy. While the short-term effect tended to be schools arbitrarily spending funds to ensure they kept below 8%, the overall quality of financial management appeared to have improved. It was also noted that any money that was taken back by the local authority went to other schools instead and was not removed from the education sector.
- Observed that many schools raised funds of their own accord and received donations. It was agreed that it would be unfair to then have that money taken away

as the result of a balance control mechanism and therefore there would need to be means to extract such funds from the calculations.

- Suggested that it would be useful to receive figures detailing the difference between what schools had budgeted for and how their balances ended up at the end of the year, noting that some schools had budgeted for a deficit on the advice of the local authority while others had not. The Head of Integrated Finance Services cautioned against retrospective accounting but agreed that insight could be gained by revisiting this paper at the end of the 2019/20 year.
- Expressed unease over the high levels of carry forwards maintained by some schools.
- Suggested that Northamptonshire was not the most suitable local authority for comparison, given its financial situation, suggesting that it have been more useful to compare data with a number of other local authorities. It was agreed to review the level of balances once DfE benchmarking tools had been updated.
- Observed that the current system did not allow for schools to model and set budgets effectively, as they did not know how much money they would have or how many staff they would lose. If funding had not come through, such savings would have been spent. The concerns were noted and Forum was informed that the issue had been raised formally with the Council's Chief Executive. **Required Action:** the Head of Integrated Finance Services would work with maintained schools to improve the budgeting and returns system.

It was resolved to:

- a) Note the contents of the report; and
- b) Agree the proposed revision to the balance control mechanism set out in the table in paragraph 4.4 of the report.

122. REVIEW OF MEMBERSHIP AND PROPORTIONALITY

The Forum received a report detailing the current membership and proportionality of the Forum, which advised that there was no need to make any changes. While discussing the report, it was noted that a representative would need to be appointed for the maintained secondary school that would be opening in the autumn. A number of seats had become vacant and new representatives would be sought to fill them.

The Forum was also informed that discussions would be held over the summer on how the Schools Forum operated, specifically on issues including the number of meetings, kind of recommendations, style of meetings and communication. A recent conference had demonstrated the variety of ways in which School Forums operated across the country, and these would be considered, along with regulations that had been recently reiterated, with a report to be presented to the Forum at its October meeting. **Action required: Service Director of Education**

It was resolved to:

- Note the report.

123. AGENDA PLAN

With the addition of a report reviewing the Schools Forum and a further report on the Maintained Nursery Review both to be considered at the meeting on 16th October 2019, it was resolved to:

Note the Agenda Plan

124. DATE OF NEXT MEETING

The Cambridgeshire Schools Forum will meet next on Wednesday 16th October at 10:00am in the Kreis Viersen Room, Shire Hall, Cambridge.

Chairman
16th October 2019

SCHOOLS FORUM MINUTES ACTION LOG

The Action Log updated as at 30th October 2019 captures the actions from meetings of the Cambridgeshire Schools Forum requiring a response / or the response undertaken and completed since the last Action Log update.

MINUTES 14TH DECEMBER 2018

ITEM	MINUTE NUMBER AND REPORT TITLE	LEAD OFFICER	ACTION REQUIRED	RESPONSE	STATUS
1.	87. HIGH NEEDS BLOCK FUNDING – THE CHALLENGES FOR CAMBRIDGESHIRE	Service Director of Education 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. It was suggested that it would be helpful to see the alternatives devised by other authorities.	<p>This was ongoing work and would be the subject of reports back to Forum.</p> <p>A briefing on progress was provided following the close of the Formal Forum meeting in July.</p> <p>A High Needs Proposal and Consultations Report is scheduled to be included on the 17th January Forum meeting.</p>	ACTION ONGOING.

MINUTES 17th MAY 2019

ITEM	MINUTE NUMBER AND REPORT TITLE	LEAD OFFICER	ACTION REQUIRED	RESPONSE	STATUS
2.	110. Report on 1st April High Needs Workshop	Service Director of Education Jon Lewis	Forum in discussion considered who would be able to pursue the objectives laid out in section 3.1 of the report, given that there was not a large pool of people specialised in the sufficient knowledge of schools and local	Officers had undertaken this work via the SEND recovery work which features as part of the main report included on the current Forum agenda.	ACTION COMPLETED

			government that would be able to effectively carry out the High Needs research roles proposed. It was suggested that the requirements needed a full time commitment for six months The Service Director undertook to look at the job requirements and details.		
3.	112. MAINTAINED SCHOOLS & DEDICATED SCHOOLS GRANT FINANCIAL HEALTH - ACADEMIES RESERVES	The Head of Integrated Finance Services Jon Lee	Representatives from Academy Trusts agreed to share their balances and a request was made to collate the information.	It was reported that as the information would not be available until late August, it would be reported to the October Forum meeting. The information is included as an appendix to this Minute action Log.	ACTION COMPLETED
MINUTES 12TH JULY 2019					
ITEM	MINUTE NUMBER AND REPORT TITLE	LEAD OFFICER	ACTION REQUIRED	RESPONSE	STATUS
4.	119. GROWTH FUND UPDATE – JULY 2019 a) Demography figures	John Lewis / Martin Wade Strategic Finance Business Partner	Reiterated a previous request to be provided with demographic figures. The Service Director of Education stated that the information would be forthcoming as soon as it became available. Action Required: Service Director of Education	This is to be included as part of the information in the main report and appendices on the current agenda.	

	<p>b) Need for Review of the Growth Funding Formula</p>	<p>M Wade</p>	<p>In discussion the allocation of funding to schools based on a separate formula on differential rates was unreasonable and had led to a disparity between primary schools. A review of the process was considered appropriate. Action required: Strategic Finance Business Partner</p>	<p>This is to be included as part of the information in the main report and appendices on the current agenda.</p>	
	<p>c) Resolution to write to the Department for Education in respect of recognition of funding for new schools within the national funding formula</p>	<p>J Lewis / Martin Wade / Chairman and Vice Chairman</p>	<p>a) Agreed to write to the Department for Education in respect of the need for there to be recognition of funding for new schools within the National Funding Formula</p>	<p>A Formal response was not sent as it was considered prudent to await the funding announcement. It is intended that a letter on high needs funding will go in its place. The Strategic Finance Business Partner has undertaken separate email correspondence with the DfE about growth funding and the particular issues the County faces and the fact that the national formula still does not adequately recognise new schools whilst they fill to capacity. Officers were now waiting to see what the growth allocation for 20/21 would be, which was hopefully to be published in the next day or so.</p>	

5.	120. REVIEW OF MAINTAINED NURSERIES	Jon Lewis Service Director of Education / Hazel Belchamber	Agreed an update report on the review would be presented to Forum on 16th October 2019 and that no decision would be made before the beginning of 2020. Action: Service Director of Education	This is now to be included in a report on Early Years scheduled to come forward to the 17 th January Forum meeting.	ACTION ONGOING
6.	121. MAINTAINED SCHOOLS AND DEDICATED SCHOOLS GRANT FINANCIAL HEALTH (SCHOOL BALANCES) A) Breakdown clarification of Academies balances	Jon Lewis / Martin Wade	Clarification was sought on how academy reserves would be broken down, given that they were pooled. The Service Director of Education advised that a letter would be circulated to Forum regarding the issue in August. Required Action: Service Director of Education / Strategic Finance Business Partner	An appendix with a breakdown of the academy school balances has been prepared and once anonymised will be sent out separately to Forum before the meeting.	
	B) Improvements required to the budgeting and returns system	Jon Lee	As the current system did not allow schools to model and set budgets effectively, the agreed Required Action was that the Head of Integrated Finance Services would work with maintained schools to improve the budgeting and returns system.	Some additional training is currently underway. At the recent Finance Forum Officers asked for volunteers from schools and a working group meeting is to take place in November to identify and address the issues.	ACTION ONGOING

7.	122. REVIEW OF MEMBERSHIP AND PROPORTIONALITY - FUTURE OPERATION OF FORUM	Jon Lewis	Forum was also informed that discussions would be held over the summer on the future operation of Schools Forum including the number of meetings, type of recommendations, style of meetings and communication with a report to be presented to the October meeting. Action required: Service Director of Education	A report is included on the current agenda.	ACTION COMPLETED
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SCHOOLS FUNDING UPDATE – NOVEMBER 2019

To: Cambridgeshire Schools Forum

Date: 8 November 2019

From: Jonathan Lewis – Service Director: Education
Jon Lee – Head of Integrated Finance Services
Martin Wade – Strategic Finance Business Partner

Purpose: To provide Schools Forum with an update on the latest national funding announcements and local funding formula proposals for the 2020/21 Schools budget setting round.

Recommendations:

2020/21 School Funding Arrangements

1) Schools Forum are asked to note and comment on the national funding announcements.

Growth Funding

2) Schools Forum are asked to approve:

- i) the revised growth fund criteria and funding rates for 2020/21
- ii) the reduction of the centrally retained growth fund to £2m.
- iii) the variation to pupil numbers for new schools.

Central Schools Services Block

3) Schools Forum are asked to approve:

- i) the reduced Contribution to Combined Budgets into 2020/21 as set out in slide 27.
- ii) the continued use of the retained duties funding (adjusted for final pupil numbers) within the Central Schools Services Block (CSSB) to support ongoing functions.
- iii) the continued retention of £10 per pupil from maintained schools for services specifically provided to maintained schools.

4) Schools Forum are asked to comment on:

- i) the proposal for schools to be charged for 20% of the current broadband costs following the reduction in funding.
- ii) the increased transfer of £1,138k from the Central Schools Service Block (CSSB) to the High Needs Block.

De-Delegations

5) Maintained Primary representatives on Schools Forum are asked to approve the continuation of de-delegations in respect of:

- i) Contingency
- ii) Free School Meals Eligibility
- iii) Insurance Catch-Up
- iv) Maternity
- v) Trade Union Facilities Time

High Needs Block

6) Schools Forum are asked to comment on High Needs Block proposals and potential impact for Cambridgeshire Schools

Consultation Proposals and Process

7) Schools Forum are asked to comment on the proposed consultation process and areas for consultation.

1.0 CONTEXT

- 1.1 The presentation (appendix 1) accompanying this report provides information to support the 2021 Schools budget setting process and will cover the following areas:
- 2020/21 School Funding Arrangements
 - Growth Funding / New Schools Funding
 - Centrally Retained Funding and De-Delegations
 - High Needs Block
 - Consultation Proposals
- 1.2 During the presentation by Officers, Members of Schools Forum will have opportunity to comment on the content and where necessary will be asked to make decisions on a number of areas including:
- Growth Funding (detailed criteria – appendix 2)
 - Centrally Retained Funding
 - De-Delegations (maintained primary schools only)
- 1.3 Members of Schools Forum will also be asked for views on the proposed consultation process which will be used to help inform budget setting decisions.
- 1.4 Results of the consultation will be presented at the December meeting of Schools Forum, prior to final decisions being taken by Children and Young Peoples Committee in mid-January.

Background Documents: Appendices 1 and 2

- 1.5 The table below shows the main decision making powers and responsibilities for items relevant at this meeting (other powers such as decisions in respect of deficits, contracts and changes to the Scheme of Financial Management do not apply to the items covered above.)

Function	Local education authority	Schools forum	DfE role
Formula change (including redistributions)	Proposes and decides	Must be consulted	Checks for compliance with regulations
Movement of up to 0.5% from the schools block to other blocks	Proposes	Decides	Adjudicates where schools forum does not agree local authority proposal
Minimum funding guarantee (MFG)	Proposes any exclusions from MFG for application to DfE	Gives a view	Approval to application for exclusions
De-delegation for mainstream maintained schools	Proposes	Maintained primary and secondary school member representatives	Will adjudicate where schools forum does not agree local authority proposal
General Duties for maintained schools - Contribution to responsibilities that local authorities hold for maintained schools	Proposes	Would be decided by the relevant maintained school members (primary, secondary, special and PRU).	Adjudicates where schools forum does not agree local authority proposal
Central spend on and the criteria for allocating funding from: <ul style="list-style-type: none"> Growth - pre-16 pupils, including new schools set up to meet basic need, whether maintained or academy Falling rolls - funding for good or outstanding schools with where growth in pupil numbers is expected within three years 	Proposes	Decides	Adjudicates where schools forum does not agree local authority proposal
Central spend on: <ul style="list-style-type: none"> high needs block provision central licences negotiated by the Secretary of State 	Decides	None, but good practice to inform forum	None

2020/21 Dedicated Schools Grant Funding

Schools Forum - November 2019

Introduction

The purpose of today's presentation is to share with Schools Forum the latest position on Schools and High Needs funding in relation to the 2020/21 budget setting round:

1. 20/21 School Funding Arrangements
2. Growth Funding / New Schools
3. Centrally Retained Funding and De-Delegations
4. High Needs Block
5. Consultation
6. Summary and Next Steps

2020/21 School Funding Arrangements

1. 2020-21 - Dedicated Schools Grant (DSG) Funding Announcement
2. To be aware..
3. 2020-21 Schools Block

20-21 Funding Announcement

Information has been published on the Department for Education (DfE) website and includes:

- **Indicative figures** for each school compared to their 2019-20 baseline formula allocations
- **Indicative DSG allocations** for 2020-21 based on October 2018 census (figures will be updated for the October 2019 census in December's final allocations)

20-21 Funding Announcement

Schools Block

- Extra funding is being allocated £2.6bn in 2020/21 (£4.8bn in 21/22 and £7.1b in 22/23) – a multi year settlement
- Based on per pupil minimum funding levels at £3,750 for Primary in 20/21 and £5,000 for Secondary in 20/21 (Primary increases to £4,000 in 2021/22)
- A further £1.5bn will be allocated to meet the additional Teacher's Pensions costs over a 3 year period – not clear if this is a separate grant that will cease or will be baselined into the DSG

20-21 Funding Announcement

- Teacher starting salaries to increase to £30,000 by 2022/23
- £400m will be allocated to 16 -19 education with a base rate of £4,188 per pupil – this is outside of the Schools Funding Formula and would go via the 16-19 team

Early Years Block

- An additional £66m has been announced to increase hourly rates to providers.

20-21 Funding Announcement

High Needs Block

- Extra £700m announced (final amount £780m) but includes the additional £125m of funding allocated in 2019/20 – therefore not all new money!
- To be allocated through the High Needs funding formula with floors, protections and caps – minimum uplift 8% and subject to a cap of 17%.

20-21 Funding Announcement

Central Schools Services Block

- Historic commitments reduced by 20% - DfE had previously stated this was the intention, but no details had been provided.
- This will impact on the combined budgets currently funded through this route

To be aware...

- It is **not** an additional £14bn per year for schools – it totals £7.1bn per year by 2022-23. The DfE said this uplift had to cover the following: Growth in pupil numbers (around £1bn)
- A real-terms protection of per-pupil funding (around £3bn)
- The cost of increases to teachers pay, including raising starting salaries for all new teachers to £30,000. Teachers pay grant and pension will continue to be funded separately.
- Expectation of schools receiving a 4% increase on their national formula allocations – but this is before any adjustment for local circumstances.

To be aware...

- Additional funding for pupils with high needs still short of what the education select committee says is needed to plug the deficit in high needs.
- The DfE has confirmed that local authorities will need to ensure they honour the minimum levels of funding for all schools but, beyond that, there are no signs that local flexibility will be further restricted.
- For maintained schools the financial year begins in April, and so they will receive their uplift of extra funding from April 2020. Academies will get the cash from September next year, when their financial year begins.

20-21 Schools Block

- DfE published illustrative figures state a **£17.9m (5.2%)** increase for Cambridgeshire (excluding growth funding)
- However, when compared to the actual amount received in 2019/20 the total increase is **£16.75m (4.8%)**
- Actual impact for individual schools will vary depending on individual circumstances. Final figures will be based upon data from the October 2019 census and will be subject to change – **be careful not to spend ahead of final budgets!**

20-21 Schools Block

- Minimum Per Pupil Guarantee (MPPG) is £3,750 Primary and £5,000 Secondary – **intention is to make this mandatory**
- MPPG for Primary will increase to £4,000 in 2021/22
- Funding Floor will be 1.84% - minimum increase based on individual school 2019/20 allocations
- Premises funding at 2019/20 levels based on actual; Public Finance Initiatives (PFI) attracts Retail Price Index (RPI) inflation.
- No national cap but Local Authorities (LAs) can still opt to use a local cap
- New mobility factor will be introduced but is optional
- Funding Floor Factor will be removed due to MPPG

20-21 Schools Block

- Minimum Funding Guarantee (MFG) can be set between +0.5% and +1.84% i.e. increase; LA decision **but should be included in the consultation**
- 0.5% limit remains on movements from Schools Block
- 80% must be delegated through pupil led factors
- The Income Deprivation Affecting Children Index (IDACI) data due to be published 26 Sept 2019 but won't be used until 2021/22

Required Actions

- *Schools Forum are asked to note and comment on the national funding announcements*

Growth Funding and New Schools

1. Growth Funding
2. Variation to Pupil Numbers
3. New Schools
4. Required Actions

Growth Funding

- As previously highlighted in 2019/20 the DfE moved Growth Funding allocations to the LA to a formulaic approach.
- In 2019/20 this resulted in a reduction of £1.7m, from £5m to £3.3m and a total subsidy by existing schools of over £2m.
- In 2019/20 the centrally retained Growth Fund (explicit growth) was £2.5m and guaranteed numbers (implicit growth) cost approximately £2.8m
- The 2020/21 Growth Fund allocation is yet to be confirmed.

Growth Funding cont..

- Following a meeting and comments from Primary and Secondary school representatives the following changes are proposed to the Growth Fund process for 2020/21:
 - Headteacher Representatives to sit on the Growth Fund panel
 - Where the LA has requested maintained schools to run an additional class and numbers do not materialise funding to recognise the difference will be provided to compensate for the 5/12th period April to August.
 - The level of balances for maintained schools and academies will be requested and considered as part of the application process.

Growth Funding cont..

- In instances where growth funding is allocated based on forecasts and numbers do not materialise the school will be required to provide evidence as to how the funding has been used to increase capacity. If sufficient evidence is not provided the LA reserve the right to clawback a proportion or all of the funding.

Growth Funding cont..

- Proposed funding rates per form of entry (FE):

Phase	Academic Year	Financial Year (7/12ths)
Primary (1FE)	£54,000 + £4,000	£31,500 + £4,000
Secondary (1FE)	£65,000* + £4,000	£37,917 + £4,000

***Please note:** The proposed Secondary rate has reduced from £85k following review of costs and other LA rates.

Growth Funding cont..

- Based on the latest available data and intelligence from the Place Planning Team, and allowing for changes in required Diseconomies funding the estimated centrally retained Growth Fund requirement for 2020/21 has reduced to £2m.
- This allows **£0.5m** to be returned to school budgets to support implicit growth for those new schools growing to capacity.
- The total cost of implicit growth will not be known until final pupil data is received from the ESFA in December. Initial estimates however, suggest it will be in the region of £2.4m.

Growth Funding cont..

	£m
Growth Funding Allocation from DfE	-TBC
Centrally Retained Growth Fund	2.00
Estimated Implicit Growth	2.40
Estimated required subsidy within the funding formula	TBC

Variation to Pupil Numbers

School	Guaranteed Number 20/21 APT - April to Aug (5/12ths)	Guaranteed Number 20/21 APT - Sept to Mar (7/12ths)
Isle of Ely Primary	360	420
Trumpington Community College	480	540
Godmanchester Bridge Academy*	150	180
Ermine Street Primary*	180	210
Pathfinder Primary*	180	210
Trumpington Park Primary	210	270
Littleport Secondary	360	480
Wintringham Park	60	60
Northstowe Secondary	120	240
Cromwell Community College	0	30

****Disapplication required***

New School Funding

- There are no proposed changes to the funding for New Schools, other than the addition of diseconomies funding for all-through schools.

Required Actions

Schools Forum are asked to approve:

- 1) the revised growth fund criteria and funding rates for 2020/21*
- 2) the reduction of the centrally retained growth fund to £2m.*
- 3) the variation to pupil numbers for new schools.*

Centrally Retained Funding and De-Delegations

1. Central Schools Services Block (CSSB) Funding
2. Retained Duties Funding
3. Maintained De-delegations
4. Required Actions

CSSB Funding

- Reduction of **£1.109m** based on DfE published illustrative figures
- Includes 20% reduction on Historic Commitments to **£4.616m**

Historic Commitments	2019/20 Budget £'000
Contribution to Children's Services	£3,027
Early Intervention Family Workers	£733
Residual CPH Funds and other contracts	£52
Broadband Contract	£1,458
Transfer to High Needs Block	£500
Total	£5,770

CSSB Funding

- £1.5m of pressures funding assumed in Business Plan.
- Proposal to reduce contribution to combined budgets, increase transfer to High Needs Block (from £0.5m) and Schools to fund 20% of broadband contract:

Historic Commitments	Proposed 2020/21 Budget £'000
Contribution to Children's Services	£1,527
Early Intervention Family Workers	£733
Residual CPH Funds and other contracts	£52
Broadband Contract	£1,166
Transfer to High Needs Block	£1,138
Total	£4,616
Schools contribution to Broadband	£292

Retained Duties Funding

- For 2020/21 it is proposed to:
 - Continue to apply the retained duties funding received as per of the CSSB to support ongoing functions.
 - Continue to retain £10 per pupil from maintained schools for services specifically provided to maintained schools.

<u>Retained Duties Estimates</u>	2020/21 £000
Estimated Retained Duties - Applies to all Schools*	£1,438
Estimated Education Functions - £10 per pupil - Maintained Only*	£280
Estimated Total Retained Funding	£1,718

*Final amounts will be dependent on October 2019 pupil numbers and academy conversions.

De-delegations

- Apply to maintained primary schools only:

	Agreed 2019/20 Basis	Est. 2019/20 Amt. £'000	Proposed 2020/21 Basis	Est. 2020/21 Amt.
Contingency	£2.10 per pupil	£62k	£2.10 per pupil	£61k
Free School Meals	£4.65 per FSM child	£15k	£4.65 per FSM child	£15k
Insurance	<i>£19.22 per pupil</i>	<i>£572k</i>	<i>£25.55 per pupil</i>	<i>£748k</i>
Insurance (catch up)	n/a	n/a	£3.93 per pupil	£115k
Maternity	£5.00 per pupil	£149k	£5.00 per pupil	£146k
Trade Union Facilities Time	£1.10 per pupil	£33k	£1.10 per pupil	£32k
TOTAL		£832k		£1,117k

Please note: Final de-delegation amounts for 2020/21 will be updated on receipt of revised data from the ESFA and presented at the January meeting of Schools Forum. Although final amounts will change to reflect final pupil numbers and academy conversions the principles for de-delegation will remain as set out above.

De-delegations

Insurance

- Please note: The DfE has recently consulted on extending the risk protection arrangement (RPA) currently operational for academy trusts (ATs) to the local authority maintained school (LAMS) sector.
- If implemented it will be possible LAMS in a LA to join collectively by agreeing through the Schools Forum to de-delegate funding, as they currently can for purposes including insurance.
- The consultation closed on 4th November and a response is expected in December. As yet it is not clear, if implemented, when the new arrangements will start from. As such it is proposed that further details are presented back to Forum once available.

Required Actions

- ***Schools Forum are asked to approve:***
 - 1) the reduced Contribution to Combined Budgets into 2020/21 as set out in slide 27.***
 - 2) the continued use of the retained duties funding (adjusted for final pupil numbers) within the CSSB to support ongoing functions.***
 - 3) the continued retention of £10 per pupil from maintained schools for services specifically provided to maintained schools.***
- ***Schools Forum are asked to comment on:***
 - 1) the proposal for Schools to be charged for 20% of the current Broadband costs following the reduction in funding.***
 - 2) the increased transfer of £1,138k from the Central Schools Service Block (CSSB) to the High Needs Block.***

Required Actions cont..

- *Maintained Primary representatives on Schools Forum are asked to approve the continuation of de-delegations in respect of:*
 - 1) *Contingency*
 - 2) *Free School Meals Eligibility*
 - 3) *Insurance Catch-Up*
 - 4) *Maternity*
 - 5) *Trade Union Facilities Time*

- The main insurance de-delegation will be presented back to Schools Forum once the outcome of the recent DfE consultation has been published.

High Needs Block

1. High Needs Funding
2. High Needs Block Pressures
3. Proposed Block Transfers and Changes to Top-Up rates

How the High Needs Block is Funded

	Basic Entitlement (Area Cost Adjustment (ACA) weighted)
+	Historic Spend
+	Proxy Factors (ACA weighted) covering: <ul style="list-style-type: none"> • Population • Disability Living Allowance • Children in bad health • KS2 low attainment • KS4 low attainment • Free school meals • IDACI
+	Funding Floor Factor
+	Hospital Education Factor
+	Import / Export Adjustment (for pupils moving across LA boundaries)
=	High Needs NFF Allocation at LA level

High Needs Block

- 2019/20 High Needs Block:

Source of Funding	£m
DfE Allocation	£68.84m
Transfer from Schools Block	£1.7m
Transfer from CSSB	£0.5m
Total	£71.04m

- Total estimated spend for 19/20 = **£80m+**
- Adjusted Deficit b/fwd from 18/19 = £7.15m**
- Forecast Deficit to c/fwd to 20/21 = £16m+**

High Needs Block

- 2020/21 Illustrative High Needs Block = **£74.59m**
- Increase of £5.75m (8.4%)
- The majority of the budget (circa 70%) funds activities in schools and 14% funds out of county provision.
- Main pressures due to increasing numbers continue to be:
 - High Needs top-up budget
 - Out of School Tuition Budgets
 - Special Schools
 - High Needs Units
- **Basic HNB funding not sufficient to meet current commitments.**

High Needs Budget Proposals

- To transfer 1.8% from Schools Block to High Needs Block (1.3% increase compared to 2019/20) - £6.5m (£1.7m in 19/20)
- To increase transfer from CSSB to £1.1m (£0.5m in 19/20)

Source of Funding	£m
2019/20 High Needs Block (including block transfers)	£71.04m
2019/20 High Needs Block (excluding block transfers)	£68.84m
2020/21 illustrative HNB	£74.59m
Proposed Transfer from Schools Block (1.5%)	£6.5m
Proposed Transfer from CSSB	£1.14m
Total HNB (including proposed block transfers)	£82.23m

High Needs Budget Proposals

- Alongside the proposed block transfers there are a range of savings initiatives underway.
- These include a proposed reduction in Top-Up rates from September 2020:

Illustrative Impact	% Reduction	Estimated 12 month Saving £k	Estimated 20/21 Saving £k (7/12th)
Reduction in Mainstream Top-Up	10.00%	£1,091	£637
Reduction in Unit Top-Up	10.00%	£219	£128
Reduction in Behaviour Attendance Inclusion Partnership (BAIP) Funding	10.00%	£497	£290
Reduction in Special Top-Up	5.00%	£592	£345
Total		£2,400	£1,400

High Needs Budget Proposals

- Other workstreams being developed by the Special Educational Needs and Disability (SEND) Recovery Board include:
- Review of High Cost Placements
- Review of Out of School Tuition
- Review of Enhance Resource Centres/Bases
- Review of Alternative Provision
- SEND Service Review
- Quality Assurance Framework
- Performance Data
- Demand Management
- Invest to save options...

High Needs Budget Proposals

- Schools Forum are asked to note that a current DfE consultation proposes changing the DSG conditions of grant to make it clear that any deficit **must** be carried forward to the **schools budget** in future years. The local authority may **not** fund any part of the overspend from its general resources, unless it applies for and receives permission from the Secretary of State to do so.

High Needs Budget Proposals

- The High Needs Block **not only** needs to be sustainable on an ongoing basis, but the overall DSG will also need to **recover** the cumulative deficit.
- A cumulative deficit of £16m+ represents approximately **21%** of the total basic HNB and **4.4%** of the illustrative Schools Block allocation.
- As noted on previous slides, even with the proposed transfers between blocks funding levels will only be sufficient to meet current costs with limited resources for growth. As such it is imperative that significant additional savings are made in-year.

Required Actions

Schools Forum are asked to comment on High Needs Block proposals and potential impact for Cambridgeshire Schools

The Consultation

The schools funding formula continues to be a local authority (LA) decision in 2020-21.

As in prior years schools must be consulted on:

- a) Any changes to the formula being proposed; and
- b) Any transfer proposed from the Schools Block.

The consultation periods are having to be shorter due to the timing of announcements (October rather than July) which the DfE acknowledge.

The Consultation Process

- Main Funding Formula consultation to run from 11th November to 10th December 2019
- Consultation events –
 - 20th November CPDC,
 - 25th November Wood Green
- 18th December – Schools Forum to review final budget proposals
- 21st January – Children and Young People Committee to approve final budget proposals
- 21st January – submission of the Authority Proforma Tool (APT) to the Education & Skills Funding Agency (ESFA)
- Mid-Late January – High Needs Consultation to be launched.

The Consultation Proposal

1. A transfer from the Schools Block to the High Needs Block;
2. Proposed changes to the funding formula; and
3. The principles to adopt in order to ensure the overall affordability of the Schools Block for 2020-21.

The Proposal – Transfer to High Needs Block



- The High Needs deficit will be in excess of £16m by 31 March 2020
- The indicative High Needs funding settlement (increase of £5.75m) does not meet the current level of overspend
- The lead in time it will take for savings proposals to have an impact
- The expectation that High Needs growth will continue – increasing numbers and complexity

All of these factors combined mean that there continues to be a significant issue in respect of funding for High Needs pupils. For this reason the authority will be consulting on a transfer from the Schools Block to High Needs.

The Proposal – Transfer to High Needs Block



Due to the extent of the High Needs deficit the authority is proposing a transfer of 1.5%.

A transfer at this level will require Secretary of State approval.

A 1.5% transfer would equate to £5.4m (values based on the indicative £362.7m Schools Block value).

At this level it is likely to mean that the MPPG may not be achievable for Cambridgeshire's schools

The Proposal – Formula Changes

The Authority is required to consult on changes to the funding formula with all schools.

The intention since the DfE's introduction of the national funding formula (NFF) has been to match to the NFF as closely as possible taking into consideration the overall funding and affordability.

The Proposal – Formula Changes

As outlined previously there are some changes that have been introduced to the NFF, which are:

- The Minimum Per Pupil Guarantee (MPPG), this is mandatory and will have to be included;
- A revised Mobility formula factor which is optional; and
- Changes to the MFG and cap arrangements.

The Proposal - Affordability



As a result of:

- The proposed transfer to from the Schools Block to High Needs; and
- The cost of growth in the formula for guaranteed numbers for growing schools

The funding NFF will not be affordable for Cambridgeshire and will therefore have to be adjusted to remain within the Schools Block funding available for allocation.

The proposal is to reduce the AWPU for the transfer to the High Needs Block

The Proposal - Affordability

Beyond this any shortfall compared to the funding available will have to be met by:

1. Minimising the MFG value at +0.5% (instead of +1.84%);
2. Continuing to apply a funding cap (although one is not used in the NFF);
3. Reducing the rates applied to other formula factors e.g. AWPU, deprivation and so on; or
4. All of the above.

Modelling work is underway to determine the impact of each of these and any likely shortfall which will be included in the consultation at school level.

Required Actions

Schools Forum are asked to comment on the proposed consultation process and areas for consultation.

APPENDIX 2 SCHOOLS FUNDING

DRAFT GROWTH FUND AND NEW SCHOOLS FUNDING CRITERIA 2020/21

1.0 INTRODUCTION

- 1.1 The following guidance provides details of the methodology for the local distribution for growth and new schools funding during the 2020/21 financial year to be approved by Schools Forum.
- 1.2 The Growth Fund can only be used to:
- support growth in pre-16 pupil numbers to meet basic need
 - support additional classes needed to meet the infant class size legislation. (Please note: The growth fund is not used for this purpose within Cambridgeshire due to the overall cost.)
 - meet the cost of new schools. (Pre-opening and diseconomies funding as prescribed in the New Schools Funding Policy.)

The Growth Fund **may not** be used to support schools in financial difficulty.

- 1.3 The Growth Fund will need to be ring-fenced so that it is only used for the purposes of supporting growth in pupil numbers to meet **basic need** in both maintained schools and Academies. Any growth or expansion due to parental preference/popularity will **not** be eligible to be funded from the growth fund.
- 1.4 LAs are required to propose the criteria on which any growth funding is to be allocated to Schools Forum for approval. The criteria should both set out the circumstances in which a payment could be made and provide a basis for calculating the sum to be paid. The LA will also need to consult Schools Forum on the total sum to be retained and must update Schools Forum on the use of the funding. It is essential that the use of the Growth Fund is entirely transparent and solely for the purposes of supporting growth in pupil numbers.
- 1.5 Further guidance states that the growth fund should **not** be used to support schools which are undergoing reorganisations to change the age range and /or admitting additional year groups. In these instances LAs should request a variation to pupil numbers to reflect the change in all relevant formula factors and not just a marginal cost or Age Weighted Pupil Units (AWPU) only allocation.

2.0 FALLING ROLLS FUND

- 2.1 LAs may also create a small fund to support schools with falling rolls where local planning data show that the surplus places will be needed in the near future. However as there is a mandatory requirement that *“Support is available only for schools judged Good or Outstanding at their last Ofsted inspection”*, Forum have previously taken the view that it was not appropriate to apply such a factor.
- 2.2 Based on previous analysis only one Cambridgeshire school would meet the criteria for falling rolls funding. This will be kept under review on receipt of revised October census information and forecast data, but at this time there is insufficient supporting evidence to justify creating a Falling Rolls Fund in 2020/21.

3.0 GROWTH FUND PROCESS AND CRITERIA 2020/21

- 3.1 Schools requesting growth funding will be required to submit an application to their named Education Officer. Details of the application process and deadlines will be circulated in due course. A panel of Local Authority officers and Head Teacher representatives will review applications as part of the Growth Fund Panel.
- 3.2 The criteria below will be applied in 2020/21 where a school is growing or expanding to meet basic need in their area:
- Where the predicted numbers for a **Primary** School (excluding nursery classes) for the following September show an increase, due to basic need, requiring the running of additional classes or significant restructure they **may be** able to access additional funding.
 - Where the predicted numbers within the LA's planning area as agreed with the DfE (for the purposes of calculating its basic need funding allocation) for a **Secondary** School for the following September show an increase (excluding Post-16), requiring the School to run one or more additional classes and/or undertake a significant restructure they **may be** able to access additional funding.
 - Where schools have chosen to admit above their Published Admissions Number (PAN) to meet parental preference from outside of their agreed planning area and **not** basic need they will **not** be eligible to receive funding from the Growth Fund in recognition that the LA could have secured places for the children concerned at other schools.
 - Where schools take the decision to extend their admission arrangements to give priority to children attending or in the catchment area of an out-of-county or out-of-area school, they will not be eligible to receive Growth Funding for the pupils concerned.
 - In instances where the LA has specifically requested a school to expand to take an additional class to create capacity, but the forecast numbers do not represent the need for an additional class, schools may be able to claim additional funding. The funding will only be payable if the school is unable to reorganise its class teaching structure to meet the request.
 - Where the LA has not specifically requested a school to operate an additional class, the school will be required to provide evidence that an additional class or tutor group and/or significant restructure would be required to meet basic need. (Views will also be sought from relevant officers in the Education Directorate and Finance.)
 - A class is defined as "additional" if it requires a change in the school's current or historical class organisation or number of classes. In Primary schools this may result in mixed year teaching where numbers dictate and this is seen as the most prudent option for the organisation of the school as a whole.
 - Schools that have historically operated mixed-age classes or have a PAN in a multiple of less than 20 would be normally expected to operate some mixed-age classes. (The Growth Fund cannot be used to reduce class sizes.)

- Should additional pupils be admitted following successful appeals, the expectation is that the school would be able to accommodate these without the need to reorganise or employ an additional teacher.
- The requirement for additional classes or forms of entry will be reviewed on a case-by-case basis. Funding will be allocated based on the requirement for additional support / classes / forms of entry.
- Allocations will be calculated at the following rates:

Phase	Academic Year	Financial Year (7/12ths)
Primary (1FE)	£54,000 + £4,000	£31,500 + £4,000
Secondary (1FE)	£65,000 + £4,000	£37,917 + £4,000

- **Please note:** Pro-rata allocations will be made where 0.5FE is deemed appropriate. The allocations include a £4,000 (pro-rata) allowance towards the cost of resourcing a new classroom. Once agreed these amounts are guaranteed irrespective of actual pupil numbers to allow schools to staff appropriately.
- Initial growth funding requests will be evaluated using Admissions data and demographic forecasts to aid schools with budget setting. Where there is uncertainty or disagreement around the predicted pupil numbers, funding will not be allocated until receipt of the actual October Census data.
- In instances where growth funding is allocated based on forecasts and numbers do not materialise the school will be required to provide evidence as to how the funding has been used to increase capacity. If sufficient evidence is not provided the LA reserve the right to clawback a proportion or all of the funding. The authority may also adjust future years growth fund applications accordingly.
- No funding adjustments will be made in respect of “missing” pupils in Key Stage 1.

3.2

Other Considerations

- The level of revenue balances for maintained schools and academies will be requested and considered as part of the application process. Any school with a revenue balance deemed as excessive would **not** be permitted to claim the full value of the additional growth funding. These instances will be reviewed on a case-by-case basis.
- Given that the funding formula now allocates an equal lump sum to all schools regardless of size no further additional funding will be provided to support any changes in leadership structure.
- Where schools are in areas of high growth, support may be provided to allow schools to maintain class structures where there is uncertainty over timescales for the completion and occupation of new housing developments. As these arise, they will be addressed on an individual basis and will be funded using estimates of the

number of places required to meet demand from the local planning area as determined by the LA.

- Where the LA supports a school's decision to extend its age range, additional support will be made available subject to meeting the criteria in 3.2 above.
- All maintained schools funding is only guaranteed for the financial year to which it relates. Future years funding will be assessed annually during the budget setting process.
- Where the LA has requested maintained schools to run an additional class and numbers do not materialise funding to recognise the difference will be provided to compensate for the 5/12th period April to August. This will be calculated on the basis of 5/12th of the academic year growth fund allocation less the basic entitlement received for pupils in the additional class based on the October census.

3.3 **Academies** will take account of the additional guidance in **Appendix A** and be subject to the same criteria as above with the following additions and amendments:

- Where an academy is expanding due to parental preference rather than basic need the academy can bid directly to the ESFA, rather than being funded from the LA Growth Fund.
- Any funding allocated would be for the full academic year as original funding is based on the previous October Census. This would be subject to confirmation of actual funded numbers from the ESFA and would be calculated on receipt of the October Census at the start of the new academic year.

DfE additional guidance states:

“Where academies are funded on estimates, however, there is no need for them to access the growth fund for this purpose. This is because they will receive additional funding through a pupil number adjustment for actual numbers. We will identify academies funded on estimates in the January edition of the APT. Around 90% of former non-recoupment academies are funded on estimates.”

4.0 **NEW SCHOOL FUNDING CRITERIA 2020/21**

- 4.1 Where a new school is due to open, the regulations require that local authorities should estimate the pupil numbers expected to join the school in September and fund accordingly, explaining the rationale underpinning the estimates. Under these regulations, local authorities should estimate pupil numbers for all schools and academies, including free schools, where they have opened in the previous seven years, and are still adding year groups. Local authorities can adjust estimates each year, to take account of the actual pupil numbers in the previous funding period. For academies an allocation of funding is recouped from each LA and following formula replication by the EFSA an annual grant allocated.
- 4.2 Pre-opening costs and diseconomies funding in respect of new basic need academies is also payable from the Growth Fund. Details of the current amounts payable can be found in the New Schools Funding Policy (**Appendix B**), which is also subject to approval on an annual basis.
- 4.3 This funding must be made available to new basic need academies on the same basis as maintained schools, including those funded on estimates – the only exception is that the

ESFA will continue to fund start-up and diseconomy costs for new free schools where they are not being opened to meet the need for a new school as referred to in section 6A of the Education and Inspections Act 2006.

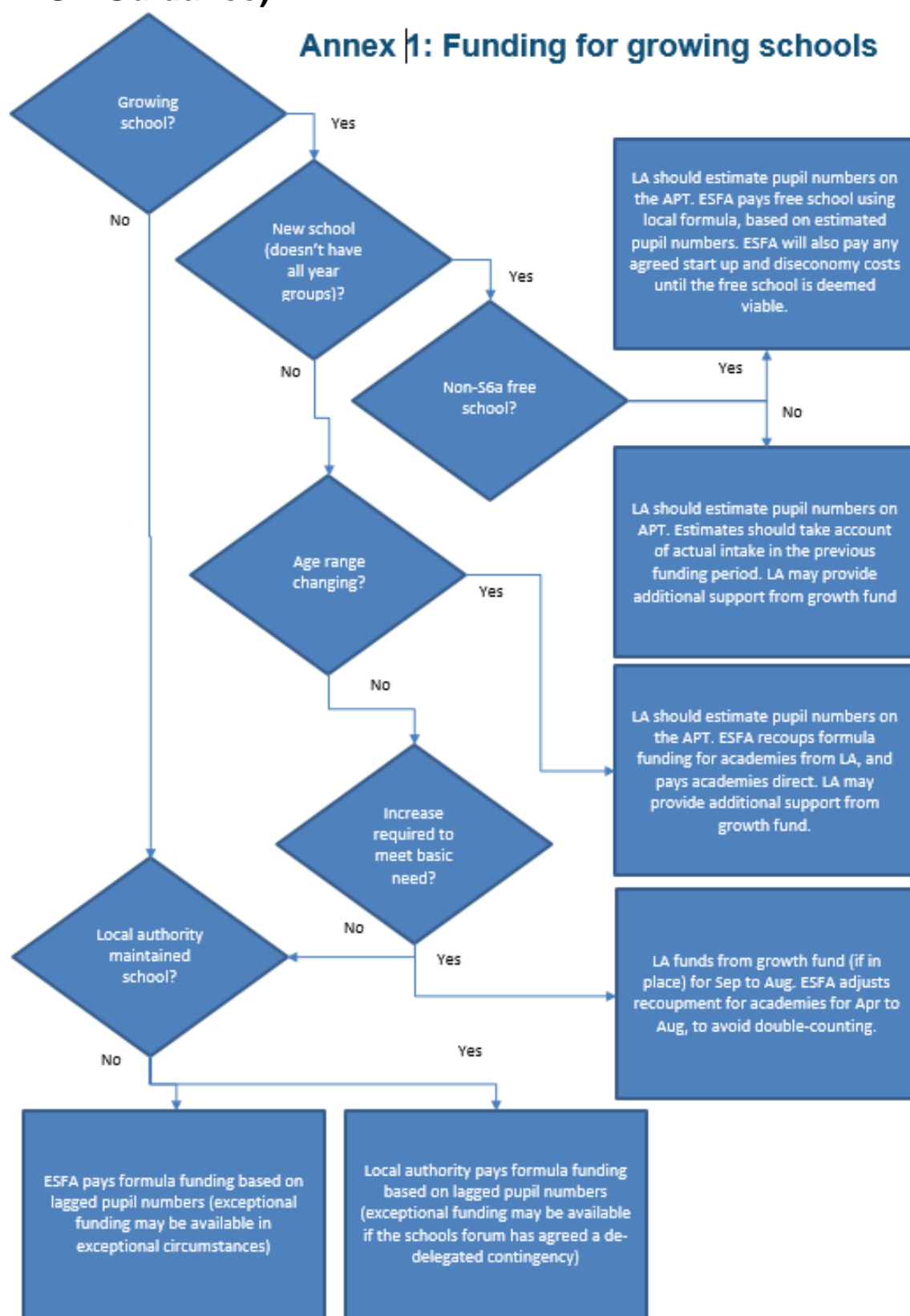
5.0 AMENDMENTS TO FUNDING CRITERIA

- 5.1 It is possible to amend the above Growth Fund criteria during the year where this becomes necessary; however the revised criteria must be submitted to the ESFA for compliance checking and must also be approved by Schools Forum before the revised criteria can be implemented.

DRAFT

Appendix A – Funding Flow Chart for Growing Schools (from EFSA Guidance)

Annex 1: Funding for growing schools



Appendix B – New School Funding

Pre-Opening Funding for New Schools

The pre-opening funding is intended to cover all revenue costs up to the opening of the school. Capital costs to secure and develop the school's site, and ICT to support the curriculum, are funded separately for the LA's five year rolling programme of capital investment. Books and other curriculum materials may be purchased before opening, using an advance of the post-opening diseconomies funding.

The pre-opening funding is to cover:

- project management (support to coordinate all work leading to the development of the school);
- staff recruitment (including the head teacher/principal);
- salary costs (which often include the head teacher/principal, finance/business manager and administrative support in advance of opening);
- office costs;

Primary Schools - funding is calculated on the basis of 1 term prior to the date of opening.

Secondary Schools - funding is calculated on the basis of 2 terms prior to the date of opening.

Special Schools - funding is calculated on the basis of 2 terms prior to the date of opening.

In all instances the funding can be accessed earlier, but the total amount to be received remains as detailed below.

Primary	£50,000
Secondary	£150,000
Special	£130,000

Post-Opening Diseconomies Funding

Resources –

Paid annually as the school builds up to capacity –

- £125 for each new mainstream place created in the primary phase (years R to 6)
- £500 for each new mainstream place created in the secondary phase (years 7 to 13)

New places will be calculated annually based on the increases in roll from year to year.

Leadership –

Paid annually based on the number of year-groups that the school will ultimately have. The amount paid to mainstream schools with pupils aged 4 – 15 each year is set out below:

Year	1	2	3	4	5	6	Total
Primary	£40,250	£33,750	£27,000	£20,250	£13,500	£6,250	£141,500
Secondary	£125,000	£93,500	£62,500	£31,000			£312,000
All-Through	£150,000	£125,000	£80,000	£45,000	£13,500	£6,250	£201,250

REVIEW OF SCHOOLS FORUM

To: Cambridgeshire Schools Forum

Date: 8 November 2019

From: Jonathan Lewis – Service Director Education

Purpose: To outline proposals revisions to the operation of Schools Forum following feedback from members.

Recommendations:

Schools Forum is asked to discuss and agree the proposed changes set out in the report including:

- A) Approval to setting up the following New Subgroups to consider funding under each of the main funding blocks –**
- schools budget (formula),
 - high needs block
 - and early years.
- B) Subject to approval of the above groups, nominations to be sought for them.**
- C) From 2020-21 to agree a reduced Meetings schedule for Forum to meet in the following months:**
- November
December
February
March (reserve date)
July
- D) Operation of the meetings** to start with an informal slot from 9:30 until 10 prior to the public meeting and for there to be a training session offered after the main Forum meeting to support new members / refresh knowledge.
- E) Reports to Schools Forum to be by a short covering report with the main detail included in presentations which will be available as part of the agenda despatch.**
- F) To receive proposals for revised terms of reference and a forward training programme to the December meeting.**

1.0	CONTEXT
1.1	<p>Every Local Authority had a statutory obligation to establish a Schools Forum by January 2003 but many authorities had similar bodies in place prior to regulations. Schools Forum were established as consultative bodies established to –</p> <ul style="list-style-type: none">• give schools greater involvement in the distribution of funding• provide a consultative and advisory role in relation to schools' revenue funding.• ensure that schools in every area have a voice in a range of matters directly relevant to schools funding

	<ul style="list-style-type: none"> • support the new funding system / greater delegations / targets for passporting.
1.2	Since this time, the regulations for Schools Forum have been updated many times and the role and requirements of the Forum have varied significantly. These changes have resulted in updated terms of reference and Cambridgeshire has remained compliant with these regulations.
1.3	Following feedback from members of Schools Forum on the operation of the meeting, there has been significant dialogue between officers and the chair and vice chair of Forum to propose a number of changes to the operation of Cambridgeshire Schools Forum. This paper outlines the proposed changes.
2.0	CHANGES PROPOSED
	Subgroups
2.1	The role of Schools Forum has been very focused on meeting the core duties and roles we have in relation to the financial oversight of schools funding in Cambridgeshire. This has been a successful model but given the challenges we have both financially and in terms of standards, we perhaps need to consider ensuring a wider focus for Schools Forum as we never consider outcomes of our children and areas such as pupil premium are never considered in overall decision making.
2.2	Decision to allocate funding should be both principled and in the “best” way for all our children. There has been a reduction in flexibility under the National Funding Formula (NFF) but a broader approach would illustrate more effectively where we need to press Government for additional funding. Given the generic nature of Forum and the fact representation comes from many different areas of Education, detailed conversations are challenging.
2.3	It is therefore proposed to create three subgroups to consider funding under each of the main funding blocks – schools budget (formula), high needs block and early years. Each of these groups would have a role to have a wider discussion away from the main Forum meeting and then feedback via reports to the main Forum on their discussions and suggestions for Forum. Nominations for membership of these standing groups will be sought if these proposals are agreed.
	Meetings
2.4	Cambridgeshire Schools Forum has historically met 6 times a year. As the calendar for Forum business has become more condensed into the autumn and early spring, this has meant some of the meetings have had small agendas and more information papers. Given the cost of running a Forum meeting, we are therefore proposing moving to meeting 4 times a year with a reserve date if business demands.
2.5	<p>It is therefore proposed to operate meetings in the following months -</p> <ul style="list-style-type: none"> • November • December • February • March (reserve date) • July
	Operation of Meetings
2.6	To support effective discussion in the main meeting, each meeting will have an informal

	slot from 9:30 until 10 (or the first half an hour prior to the meeting) which will be an informal private session for members of the Forum with officers and limited to asking questions of clarification / facts relating to reports on the agenda but not engaging in general discussion on report contents. A training session will also be offered after the main Forum meeting to support new members / refresh knowledge. A programme will be developed in the Autumn and presented to the December meeting for approval.
2.7	Officers did approach the Department for Education (DfE) to see whether the agenda for Forum could be split into different sections i.e. maintained schools balances being only for maintained schools member consideration. However their feedback made it quite clear that all parts of the meeting needed to be quorate regardless of whether the agenda was applicable to only a small part of the membership.
	Reports to Schools Forum
2.8	To make the agenda of Forum more accessible for Heads and the public, we are proposing to move away from writing formal reports to producing presentations which outline the issue being considered. They will not be presented formally in the Forum meeting but instead it will be assumed that all reports are read in advance and the presenter will cover only the key points as we do with existing reports. Cover reporting sheets will be produced for each agenda item so it is clear on the background and proposals to be considered. As with existing reports, all reports (including presentations) will be in the public domain and published at least 5 working days in advance of the meeting. Minutes will continue to be produced to a timescale of final publication no later than 12 working days after the meeting. This approach has been piloted on the Funding report on the current agenda.
	Term of Reference
2.9	A formal piece of work is needed to update the term of reference for Schools Forum and it is proposed this takes place over the autumn. However a number of key issues need consideration -
	<ul style="list-style-type: none"> • Substitutes – it is proposed that each member of Forum will need to identify a named substitutes for each member of the Forum from their representative groups. Papers will be sent to these members so they can keep up to speed with Schools Forum business. This will ensure all groups continue to be represented and keeps attendance high. • Election processes to each of the roles on Schools Forum needs to be documented for all groups to ensure transparency. The Service Director will develop these and present in December. • At that meeting it will be proposed to set up a group to deal with communication from Forum and the agreed process will be included in the terms of reference for the meeting.
3.0	UPDATE ON MEMBERSHIP
3.1	There are currently three identified vacancies for members from academy representatives. The Service Director for Education is currently consulting with the proprietors of Academy Trust on seeking new members. An update on member and the terms of reference will be presented in December.
4.0	FUTURE VENUE CONSIDERATIONS
4.1	Forum 's attention is brought to the fact, that following a well publicised Council decision, the intention is for the County Council to move out of Shire Hall towards the end of 2020 /

	early 2021 and to relocate its main hub to Alconbury. This being the case, the KV room will no longer be available as a meeting venue and Forum may wish to start considering possible alternatives e.g., members volunteering their own meeting room facilities perhaps through rotating between different schools/academies or hiring a meeting room at a venue, the latter very much depending on costs and availability)
	Background papers: None

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.

Date of meeting	Agenda Item	Report author	Reports due to reach Democratic Services by:
10 a.m. Friday 8th November 16th October (KV Room Shire Hall)	Central Schools Services Block Retained Funding and De-delegations (Included as part of one overall report)	M Wade	Monday 28th October
	Cambridgeshire 2020-21 Funding Formula (ditto above)	J Lee	
	Review of Forum	J Lewis	
			Reports due to reach Democratic Services by:
10 a.m. Wednesday 18th December (KV Room Shire Hall)	Schools Funding Formula 2020-21 including a summary of the response to the consultation.	J Lewis Martin Wade	Thursday 5th December
			Reports due to reach Democratic Services by:
10 a.m. Friday 17th January 2020 (Council Chamber Shire Hall)	Schools Funding Formula 2020-21	J Lewis / M Wade	Monday 6th January 2020
	Early Years Funding Update including Review of Maintained Nurseries	John Lewis Hazel Belchamber (with input from Graham Arnold Alastair Hale)	
	High Needs Proposals and Consultation	J Lewis / M	

		Wade	
			Reports due to reach Democratic Services by:
10 am Friday 28th February (KV Room Shire Hall)			Monday 17th February 2020
10 a.m. Friday 27th March 2020 (KV Room Shire Hall) This meeting is to be replaced by the above February date	Proportionality Review and notification of changes to appointments to Forum	T Oviatt-Ham	Monday 16th March 2020
			Reports due to reach Democratic Services by:
10 a.m. Friday 15th May 2020 (KV Room Shire Hall)	Maintained Schools and Dedicated Schools Grant (DSG) Financial Health (Schools Balances)	Jon Lewis / M Wade	Tuesday 5th May 2020
			Reports due to reach Democratic Services by:
10 a.m. Friday 17th July 2020 (KV Room Shire Hall)			Monday 6th July 2020