

AGENDA

Meeting: Schools Forum
Place: The Kennet Room - County Hall, Trowbridge BA14 8JN
Date: Thursday 18 January 2018
Time: 1.30 pm

Please direct any enquiries on this Agenda to Lisa Pullin, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 713015 or email committee@wiltshire.gov.uk

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Membership:	Representing:
Ms Lisa Percy	WASSH
Mr Neil Baker	PHF, Christ Church CE Primary School
Mrs Aileen Bates	WGA, SEN Governor Representative
Ms Michelle Chilcott	Academy - South Wilts Grammar
Mrs Judith Finney	Salisbury Diocesan Board of Education
Miss Tracy Cornelius	PHF - Kington St Michael School
Mr Jon Hamp	Special School Academy Representative
Mr John Hawkins	Teacher Representative
Mrs Sue Jiggins	WGA - Primary School Governor Representative
Mr John Proctor	Early Years Representative (PVI)
Mr Nigel Roper	Stonehenge School
Mrs Catriona Williamson	PHF, Mere Primary School
Mr George Croxford	WASSH
Mr Phil Cook	WASSH, SEN Schools
Ms Amanda Burnside	Post 16 provider
Mr Mark Cawley	New Road Nursery
Mr Andy Bridewell	Ludgershall Castle Primary School

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AGENDA

PART I

Items to be considered whilst the meeting is open to the public

1 **Apologies and Changes of Membership**

To note any apologies and changes to the membership of the Forum.

2 **Minutes of the Previous Meeting** (*Pages 5 - 8*)

To approve as a correct record and sign the minutes of the meeting held on 7 December 2017 (copy attached).

3 **Chairman's Announcements**

To receive any announcements from the Chair.

4 **Declaration of Interests**

To note any declarations of interests.

5 **Children and Young People's Trust Board Update**

To receive a verbal update from Susan Tanner (Head of Commissioning and Joint Planning), on the Children and Young People's Trust Board.

6 **Reports from Working Groups** (*Pages 9 - 20*)

To receive minutes, reports and/or verbal updates from the following working groups:

- a) Early Years Reference Group Meeting – 5 January 2018
- b) Joint Meeting of Schools Funding Working Group and SEN Working Group 8th January 2018.

7 **Budget Monitoring 2017/18**

The copy of the budget monitoring information against the Dedicated Schools Grant (DSG) for the financial year 2017-18 will be to follow.

8 **Update on Developments funded from Schools Block Transfer to High Needs 2017-18** (*Pages 21 - 24*)

The report of Susan Tanner (Head of Commissioning and Joint Planning) provides an update to the forum of the spending on the agreed allocations

9 **Budget Setting 2018/19** (*Pages 25 - 64*)

To consider the budget for 2018/19.

The attached update reports provide details on the overall funding settlement on each of the funding blocks, the decisions will be made after consideration of all of the update papers.

- a. Schools Funding Settlement 2018-19
- b. Schools Block and funding formula
- c. Pupil Growth Fund
- d. Central Schools Services Block
- e. High Needs Block
- f. Early Years Block
- g. Schools Budget Decisions 2018-19.

10 **Confirmation of Dates for Future Meetings**

To confirm the dates of future meetings, as follows, all to start at 1.30pm:

22 March 2018 – Kennet Room
28 June 2018 – Council Chamber
11 October 2018 – North Wilts Room
6 December 2018 – Kennet Room.

11 **Urgent Items**

To consider any other items of business, which the Chairman agrees to consider as a matter of urgency.

PART II

Item(s) during consideration of which it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed

SCHOOLS FORUM

DRAFT MINUTES OF THE SCHOOLS FORUM MEETING HELD ON 7 DECEMBER 2017 AT THE KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Ms L Percy (Vice-Chair), Mr N Baker (Chairman), Miss T Cornelius, Mr J Hamp, Mr J Hawkins, Mr J Proctor, Mr N Roper, Mrs C Williamson, Mr P Cook and Mr A Bridewell

Also Present:

Cllr Philip Whalley

62 Apologies and Changes to Membership

Apologies were received from Mrs Aileen Bate, Ms Michelle Chilcott, Mrs Judith Finney, Mrs Sue Jiggins, Mr George Croxford, Ms Amanda Burnside, Mr Mark Cawley and Ms Jill Hughes.

63 Minutes of the Previous Meeting

The minutes of the previous meeting were discussed. Following a proposal, the meeting;

Resolved

To approve as a correct record and sign the minutes of the meeting of 5 October 2017 with the following amendment:

That Minute 59 should be amended to note that demand was one of 14 recommendations in the Wood report.

64 Chairman's Announcements

The Chairman welcomed all to the meeting and asked those in attendance to introduce themselves.

65 Declaration of Interests

There were no declarations made.

66 **Update on the Children and Young People's Trust Board**

Susan Tanner (Head of Commissioning and Joint Planning) gave a verbal update on the Children and Young People's Trust Board.

Matters covered included: the recommissioning of young carers support and short breaks scheme; and that documentation available through Wisenet and Pathways.

Resolved

To note the update.

67 **Budget Monitoring**

The meeting considered the report which provided budget monitoring information against the Dedicated Schools Grant (DSG) for the financial year 2017-18 as at 31 October 2017.

Matters raised in the course of the presentation and discussion included: that a small underspend had been predicted; this had included pre-entitlement for two-year olds, but this was likely to be amended; that there was no detailed projection for 3-4 year olds; that the January report should have better projection; that there had been overspending on the high needs budget, a significant movement since the last report; that £600,000 reserve would be rolled over, and down ward adjustment will need be reflected; and that if there was to be an overspend that this would be funded from grant next year.

Resolved

To note the budget monitoring position at the end of October 2017 and the continued pressure on high needs budgets.

68 **Reports from Working Groups**

The meeting received an update from the following working group:

- Joint Meeting of School Funding Working Group and SEN Working Group.

It was noted that the early years working group had not yet met, but would meet before the next Schools Forum.

It was also noted that the Funding Working Group had met to discuss delegation and had submitted its views.

69 **Schools Funding 2018-19 - Local Funding Formula for Schools**

The meeting considered the report, prepared by Liz Williams (Head of Finance), which set out a proposal for a revised funding formula for Wiltshire schools in 2018-19 following consideration of the government's proposals for a national funding formula (NFF) and consultation with schools.

Matters raised in the course of the presentation and discussion included: that the report would go to Cabinet next week; that officers are not asking for decision at cabinet on de-delegation as this is a decision reserved for Maintained schools in the Forum; that officers had conducted consultation on changes to the formula following the previous discussions at the forum; that some factors are retained but the data that informs it has changed to be more in line with NFF; that other factors, not previously used, like sparsity had been included for the first time in the local formula; the other changes that were proposed; how the distribution of funding will be changed; the number of schools that will benefit, twenty eight for sparsity, that would benefit; the minimum per pupil funding level and that four secondary schools should benefit from the introduction of the new factor; how the funding will change in new formula for each factor; that additional money available through the NFF; the protections limits to gains/losses for schools, and the guarantees for funding; the operation guidance, and the modelling used to test the application of the guidance; the process of consultation and the results from schools.

At the conclusion of the debate, the meeting;

Resolved

- 1. To approve the that relation to the school funding formula for 2018-19:**
 - a) That the Wiltshire formula be changed to reflect the factors used in the NFF for 2018-19**
 - b) That the minimum funding guarantee be set at +0.5% per pupil in 2018-19**
 - c) That the criteria to be used for allocating funding for split sites be defined as follows:**
'A school will receive split site funding if, of necessity, it has 2 (or more) distinct campuses between which travel of 0.5 miles or more, by means of a public highway, is required and Class teaching and learning must take place on all sites with physically detached administration'

- 2. To determine that the following budgets/services will continue to be de-delegated in 2018-19 taking in to account the outcomes of the consultation with maintained schools:**
 - a) HCSS Software Licence**
 - b) Trade Union Facilities Costs**
 - c) Maternity Costs**
 - d) Ethnic Minority Achievement Service**
 - e) Traveller Education Service**
 - f) Behaviour Support Service**

70 Confirmation of dates for future meetings

The meeting noted that the next meetings would be held on:

18 January 2018
22 March 2018.

71 **Urgent Items**

There were no urgent items.

(Duration of meeting: 1.30 - 2.32 pm)

The Officer who has produced these minutes is William Oulton, of Democratic Services, direct line 01225 713935, e-mail committee@wiltshire.gov.uk

Press enquiries to Communications, direct line (01225) 713114/713115

Wiltshire Council

Schools Forum

18 January 2018

Report from the Early Years Reference Group

Purpose of report

1. To report on the meeting of the Early Years Reference Group held on 5 January 2018.

Main considerations for School Forum

2. The minutes of the meeting are attached at Appendix 1.
3. The working group considered a report outlining the funding allocation for early years and the affordable hourly rate for providers in 2018-19. The group recommended that the hourly rate of £4.16 for 3 & 4 year old entitlement be implemented.

Proposals

4. That Schools Forum notes the minutes of the Early Years Reference Group meeting.

Report author: Liz Williams, Head of Finance

01225 713675 elizabeth.williams@wiltshire.gov.uk

10 January 2018

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Wiltshire Council

Early Years Reference Group

Minutes of a meeting held on Friday 5 January 2018 at County Hall, Trowbridge

1.0 Welcome and Introductions

Angela Brennan, Lee Churchill, Rosemary Collard, Katie Davies (guest speaker – Public Health), Jenny Harvey (minutes), Nicola McCann, Russ Martin, Claire Palmer, John Proctor (chair), Trudi Surman, Fiona Webb, Liz Williams

2.0 Apologies

Jane Boulton, Mark Cawley, Angela Everett, Ashley Harris

3.0 Minutes of last meeting held on 29 September 2017

The minutes of the meeting were agreed as an accurate record of discussion.

4.0 Matters arising

Item 4 – The group now has 3 new representatives from the voluntary sector.

Item 4 - JH not had chance to liaise with LW, but LW informed the group that she will prepare a summary for the next meeting.

Item 4 – Firefox issues. NM said there are currently no outstanding issues with providers and access to the portal, so assuming all well with Firefox access. JH to liaise with EW to confirm current situation with Firefox.

**ACTION: JH to ensure Reference Group contact list updated with new member details
LW to produce a summary of centrally held budget for next meeting
JH to confirm current Firefox situation with Emily Wood.**

5.0 Guest speaker presentation

JP welcomed Katie Davies (KD) from Public Health to the meeting. KD delivered a presentation on healthy eating guidance for the Early Years sector (presentation attached)

KD mentioned the Healthy Start Scheme which has been running for a few years and entitles women who are either pregnant, have a baby or young child to access different items. Uptake is currently at 60% which is relatively low. The team are aiming to increase this figure to 70% and are working with community nurses to deliver the agenda. RM wasn't surprised at the low level. Children Centres have tried to promote this initiative with their parents, but it has proved difficult.

AB asked KD if any guidance available from the Health Visitor service could be sent to AB for inclusion in the newsletter.

KD confirmed that a School Readiness document will be available to parents in September 2018. TS asked if the document would be available in different languages. KD confirmed that this would be discussed at a later date, with the main focus at the moment being on finalising the document.

AB asked KD if the Public Health service collated data on early years children. KD confirmed that the majority of their data was for school aged children.

RM asked KD if there is any collation of data carried out centrally. KD wasn't sure but said she would confirm.

Future plans include a number of training sessions to be run which will be open to everyone. Once arranged, KD will forward the dates to AB and they will be forwarded to the sector via the newsletter.

ACTION: KD to forward copies of all guidance and documents mentioned in presentation to the group
KD to forward AB any Health Visitor Service guidance
KD to forward AB a draft copy of the School Readiness document

6.0 Funding settlement for 2018-2019 and proposed funding rates

LW circulated a report to the group on the funding settlement for 2018-2019 and the proposed funding rates. The budget allocation is provisional with actual take up from the January 2018 Early Years Census being used to revise the allocation. LW needs a recommendation from the group to take to the next Schools Forum meeting in mid January. The group agreed to recommend the rate increase to £4.16 per hour.

LW will prepare a summary for the group on the centrally held budget, and there is the assumption that this will remain the same in 2018-19.

In MC's absence, JP read his report response email to the group. The question of whether Wiltshire Council would consider removing the word 'free' from funding literature like many other local authorities are doing. NM asked the group to put forward a proposal of what the wording could be replaced with, and then this would be taken further for a decision by Council senior management.

LC raised the issue of charging top up fees and registration fees and how this can be done. JP said that the national guidance (and Wiltshire Provider Agreement) clearly states nothing can prevent a person from taking up a free place. A provider cannot insist on a registration fee or lunch charge being paid if they are a barrier to the child accessing their entitlement. Daily top ups are considered illegal. Providers must be clear what services are classed as additional services, how much they cost and clearly show these costs on parental invoices.

FW said providers should offer their service as they would want. Some parents will pay, and if a parent wishes to access a different service, then they might be able to access this at an alternative provider. JP also said that if the situation arises where providers are becoming unsustainable, then this will be problematic for Wiltshire Council and their statutory duty to ensure sufficient childcare. He emphasised the need for a provider to make themselves sustainable.

RC queried why the deprivation supplement is set at 40p per hour, and wondered if this could be adjusted to free up some additional money to add to the basic hourly rate. LW wasn't sure why it was set at 40p, but thought it did go back to when EYSFF was first developed. She also confirmed that making a change to this supplement would not make a considerable difference to the basic hourly rate.

FW raised the issue of recruitment. As a result of the low funding rate, they were unable to match salaries offered in other sectors. Other members of the group agreed.

ACTION: LW to recommend increased hourly rate of £4.16 to Schools Forum.

7.0 30 hours Free Entitlement update

AB confirmed that the first funding period of implementation has gone well with no major issues. 1 provider has closed as a result of the introduction of the 30 hours.

JH confirmed that 5694 children accessed free entitlement funding in Autumn 2017. Of these, 2368 children accessed extended entitlement hours (approximately 41%) at either one provider or split between providers.

JP asked if Wiltshire Council or the DfE had any evidence that more people were in employment as a result of wanting to access this funding. NM and AB confirmed that the DfE weren't collecting this data from local authorities and have not said that they will be collating this data themselves.

JH confirmed there still seems to be a lack of awareness amongst parents that they need to re-apply for the extended entitlement hours approximately every 3 months. JH will liaise with EW to include a notification in the next newsletter.

FW asked for the written consent template to be updated to include telephone number as this is being asked for on the 30 hours validation tool.

AB discussed the Delivery Support Fund available from the DfE which is to offer support to providers around the 30 hours. AB has submitted an application for a range of projects including offering business training support, an inclusion conference, supporting childminding as a career and mentor support to settings. Successful applications will be confirmed in February/March 2018.

**ACTION: JH to ask EW to include a short piece on reapplying for Extended Entitlement every 3 months in the next newsletter
JH to get written consent template on website amended to include telephone number**

9.0 Childcare team update

AB believes that having robust paperwork for recording concerns regarding children and making referrals appears to have moved up Ofsted's agenda, and has a bigger focus than before which could be very important. This could have implications for providers.

There have been some setting closures over the Autumn term, but not as a result of free entitlement funding or sustainability. There has been a decline in the number of voluntary pre schools; committee members are finding the responsibility too much and don't have the time to deal with the volume of work involved. If AB's Delivery Support Fund bid is successful, then the business support training could be useful if targeted in this area. Childcare officers will be targeting support towards the voluntary sector in Summer 2018.

ACTION: None

10.0 Workforce Development update

There is an ongoing problem employing staff in the sector. A letter will shortly be sent to all settings regarding apprenticeships/bank staff. The Childcare team are aiming to hold details on those settings interested in taking on apprentices/bank staff, so interested individuals can be directed immediately to potential employers.

Family Learning are running 'are you interested in working in childcare?' sessions, so Childcare Officers will also be attending.

AB has approached SERCO to see if any free training for the sector can be accessed, and the team are promoting childcare as a career at local events and wherever possible.

ACTION: None

11.0 Childcare Sufficiency

The assessment report is now updated annually. Parent surveys will be issued shortly, looking primarily at out of school provision. All schools will be surveyed too, so we can obtain a more accurate picture of what school provision is available.

A cabinet report on places and sufficiency is due to be presented in February 2018. AB felt it was positive that cabinet want regular updates.

Challenging and concerning areas of the county during Summer 2018 are likely to be Larkhill and Bulford. Developments are coming along that will help the situation. The recruitment of new childminders might be the easiest and quickest solution. Other areas of concern are Malmesbury (small town with expensive buildings), and Royal Wootton Bassett (settings are currently quite full). A future concern is Corsham as a result of a number of new housing estates being developed.

ACTION: None

12.0 Confirmed dates for future meetings

Date	Day	Time	Venue
9 February 2018	Friday	10.00 – 12.00	Lacock Room, County Hall, Trowbridge, BA14 8JN

All agreed that the February meeting should now be cancelled, and JH to organise dates for the group for the next year. JH confirmed that meeting rooms can only be booked 6 months in advance but would set the dates and then book rooms as and when possible.

ACTION: JH to set meeting dates for 2018 and forward to the group

13.0 Any other business

FW raised the issue of settings closing and the knock on effect over the next 1/2/3 years.

LW asked if the group were aware of the DfE consultation on Free School Meals (FSM) and Early Years Pupil Premium (EYPP). LW confirmed that as a unitary authority, Wiltshire is better placed than most to deal with any changes, as thinks it will bring more children into eligibility for FSM. NM confirmed the document was very light on detail for EYPP. The closing date is 11 January 2018.

NM also confirmed another current consultation on 2 year olds and universal credit with changing income levels to £15415 per annum. The consultation closing date is 15 January with changes being implemented from 1 April 2018.

RC raised concern over recent documents in the press on school nursery classes, on site school nurseries and narrowing the gap. It seems that the current view is that the best care is only going to happen in schools with graduates. The EY team need to be supporting settings, as this could affect setting viability and sufficiency. All settings need to be aware of this. AB said that taking the Housing strategy for 2026 into account, she feels the issue is more about the need for sector expansion.

JP informed the group that he had been approached by Poverty Summit in Salisbury to work with a research student. Parents coming from deprived areas are quite difficult to engage with. TS said she could help JP with this if required.

JP raised the subject of quality assurance schemes. Kitemark was mentioned where providers develop to maintain standards across the board. There would need to be an element of independence in assessing providers, so JP asked if it would it be possible for a member of the EY team to observe assessments.

Wiltshire Council

Schools Forum

18 January 2018

Report from the School Funding Working Group and SEN Working Group

Purpose of report

1. To report on the joint meeting of the School Funding Working Group and SEN Working Group held on 8 January 2018.

Main considerations for School Forum

2. The minutes of the meeting are attached at Appendix 1.
3. The working group considered the reports drafted to summarise the funding settlement and budget setting process for 2018-19. A number of recommendations were made which can be taken in to account during the schools forum discussions on the individual budget items.

Proposals

4. That Schools Forum notes the minutes of the School Funding Working Group and SEN Group meeting.

Report author: Liz Williams, Head of Finance

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9 January 2018

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**Joint Meeting of School Funding Working Group and SEN Working Group
8 January 2018, 1:30pm
Cullum Room, County Hall**

Minutes

Present: Liz Williams, Susan Tanner, Neil Baker, Catriona Williamson, John Hawkins, Phil Cook

Apologies: Grant Davis, Lisa Percy, Tracey Cornelius, Debbie Bennett

1	<p><i>Minutes of Previous Meeting</i></p> <p>The minutes of the previous meeting (20 November 2017) were reviewed. The minutes had been considered at the December schools forum meeting.</p> <p>EW noted that further analysis of the Behaviour Support Service budget would be brought to the March meeting</p>	EW
2a	<p><i>DSG Funding Settlement 2018-19</i></p> <p>EW presented a paper outlining the overall funding settlement for 2018-19. The provisional Dedicated Schools Grant (DSG) allocation for Wiltshire Council is £342.498m. The report outlined the calculation basis for each funding block and the decision making process for the 2018-19 budget.</p> <p>The group discussed the methodology for high needs recoupment now that place funding for resourced provision would be funded at £6,000 rather than £10,000. EW to include a proposal in the High Needs Block report.</p>	EW
2b	<p><i>Schools Block 2018-19</i></p> <p>EW presented a brief report highlighting the schools block allocation for 2018-19 and progress on the calculation of individual school budgets for 2018-19.</p> <p>It was noted that the agreement at Cabinet, and recommendation from Schools Forum, was to move as close as possible to the NFF rather than replicate directly. NB requested that this be reflected in the report.</p> <p>EW noted that there is a shortfall between the funding received and the affordability of the NFF if all of the funding factors are applied at the original values proposed in the DfE policy document. Reasons for this included:</p> <ol style="list-style-type: none"> 1. Increases in business rates for a number of schools (funded at historical values in the NFF) 2. A number of growing schools being funded on estimated numbers 	EW

	<p>It was agreed that any reduction should be applied to the funding rate for FSM Ever6 in the first instance. The rationale for this decision was that Schools Forum has consistently identified the potential for double funding between the FSM Ever6 factor in the NFF and the allocation of Pupil Premium Grant – this was highlighted in the Wiltshire response to the consultation. It was therefore considered that a reduction in this factor would have the least impact on the funding received by individual schools. It was agreed that this should be included in the modelling work but that Schools Forum would be required to agree as part of the budget setting decision making process.</p> <p>It was requested that detail of the amount of funding to be allocated through each funding factor be brought to the schools forum meeting. EW noted that as budgets are still being calculated this table may not be available to circulate in advance but would be available at the meeting on 18 January.</p> <p>The group also requested that the previous decisions in relation to de-delegation of budgets be included in the report to ensure schools forum had all information available at the meeting.</p>	EW/GD EW/GD EW
2c	<p>Central Schools Services Block (CSSB) 2018-19</p> <p>EW presented a paper outlining the CSSB allocation for 2018-19 and the services covered. The appendix to the report detailed the responsibilities that the LA has for all schools and for maintained schools only.</p> <p>NB asked whether the CSSB allocation would be reduced in 2019-20 if historical commitments were not funded. This was with particular reference to the commitment for Prudential Borrowing which would cease at the end of 2018-19. EW to investigate whether baselines were set for 2 years or would change.</p>	EW
2d	<p>High Needs Block 2018-19</p> <p>EW presented a report outlining the funding settlement for the high needs block in 2018-19 and the estimated pressures for the financial year. Whilst work was ongoing to finalise the pressures for 2018-19 it was estimated that the gap between demand and the available funding would be £1.5m-£2m assuming similar activity levels to the current year.</p> <p>The group discussed the potential impact of any proposal to reduce top up values and/or transferring funding from schools block to the high needs block. The view of the group was that these would be high risk actions because of the impact on the ability of mainstream schools to support pupils with SEN with reduced funding levels.</p> <p>It was agreed that the ongoing work to prioritise the development of in county special school places was an essential part of the solution to pressures on the high needs block in future years.</p>	

	<p>A number of options were considered in order to reduce the shortfall on the high needs block, all of which would need to be considered as part of the wider budget decision making process. It was noted that any deficit on the high needs block would need to be a call on the grant in future years and that in order for this to be sustainable, longer term actions needed to have an impact on spend.</p> <p>Shorter term options identified included reviewing whether it would be possible to continue with the developments funded in 2017-18.</p>	
2e	<p>Early Years Block 2018-19</p> <p>EW presented a report on the early years block for 2018-19. It was noted that the paper had been considered by the Early Years Reference Group on 5 January 2018 and that the group had supported the possible increase of £0.02 per hour.</p>	
2f	<p>Decision Matrix</p> <p>The group identified the following additional decisions that would need to be included in the decision paper:</p> <ol style="list-style-type: none"> 1. Level of place funding to be considered when considering the SEN recoupment mechanism for resourced provision places 2. Decision on which formula factors should be reduced in order to ensure the schools delegated budget is affordable within the allocated schools block 3. List of previous decisions on de-delegation for completeness 4. Decision on whether funding for SEN developments agreed in 2017-18 should be rolled forward and the projects continued. 	EW
3	<p>Update on SEN Developments funded in 2017-18</p> <p>ST presented a paper outlining progress to date on the following projects/initiatives funded in 2017-18 from funding transferred from schools block to high needs:</p> <ul style="list-style-type: none"> • SEMH Centres of Excellence • Transitions in to Primary and Secondary schools • Funding for equipment for children & young people with hearing impairments • Funding to support developments in Alternative Provision <p>It was reported that one SEMH centre had so far been established and that £0.240m of the allocated funding had been utilised for that project.</p> <p>It was identified that the funding for AP and for equipment were</p>	

	<p>one off allocations and therefore could be reduced/removed in 2018-19.</p> <p>It was asked whether it could be demonstrated that the transitions funding had prevented additional Education Health & Care Plans (EHCPs).</p>	
4	<p><i>Any Other Business</i></p> <p>EW highlighted a current government consultation:</p> <p>consultation on eligibility for FSM and the EYPPG under Universal Credit</p> <p>This consultation included proposals for how the eligibility for free school meals and Early Years Pupil Premium Grant would be calculated under Universal Credit. It was noted that the proposed income threshold would come in to place from April 2018.</p>	
5	<p><i>Date of Next Meeting</i></p> <p>Next joint meeting of the School Funding Working Group and SEN Working Group will take place on Wednesday 7 March 2018, 8:30am at County Hall, Trowbridge.</p>	

Wiltshire Council

Schools Forum

18 January 2018

January 2018 Update on Schools Forum Funding allocation March 2017

Purpose of Report

1. In March 2017 Schools Forum allocated funding to the SEN Supporting Schools Strategy 2015 – 18. The of the funding was allocated for activity that:
 - must be designed to secure long term reductions in spend (could not be used to prop up the current pattern of provision), and
 - must be DSG eligible
2. This paper gives an update to school's forum of the spending on the agreed allocations.

Allocation One: SEMH Centres of Excellence £600,000

3. Following the allocation of the funding in March 2017 a series of actions were taken as reported to Schools Forum in June 2017. This led to the opening of the first Centre in Trowbridge, Castlemead school developed by the Mead Trust supported by the schools from the Trowbridge collaboration of schools.
4. The Centre has been named the Harbour project and has an action plan that develops practice over a three year period. In this first year of practice the project is funded via the allocation given by Schools forum and will use £240,000 of the allocated £600,000 up to September 2018.
5. A submission was made to the Education Funding Agency (EFA) in November 2017 for place funding for September 2018. The EFA is expected to decide whether or not these places will be awarded in late January 2018 and if agreed will provide the future funding of the project with place and top-up funding from the High Needs budget.
6. A steering group is now in place and met for the first time in December 2017 following a presentation to the Primary Heads Forum (PHF) earlier in the same month.
7. Since June work has also been taken forward to consider taking forward equivalent provision in the South and North of the County.
8. So far four Schools have asked to meet with the LA to discuss whether they could take forward centre's in the north and south of the county:
 - Clarendon Junior School
 - Springfields Academy
 - Frogwell Primary School
 - Amesbury Primary School
9. Each Centre is expected to be budgeted for around £200,000 with a shared provision of joint funds. The current centre is benefiting from joint resources of roughly £50,000 which are

being utilised to develop this and the additional centres and draw in multi-agency engagement. In future years it is intended that this will be shared across the three centres.

10. The aims of these centres include:

- To increase the capacity of Wiltshire schools to successfully meet the needs of pupils with SEMH and to enable them to fulfil their academic potential;
- To reduce the need for placements for key stage 1, 2 and 3 pupils with SEMH needs in independent schools;
- To reduce the number of exclusions amongst engaged schools in Foundation and Key Stage 1;
- To develop a provision which utilises and develops good practice as acknowledged and supported by evidence based research.

Allocation Two: Transition Funding £130K

11. The agreement was to reinstate transition funding and extend it to include pre-school into primary, and primary into secondary. This funding has been fully utilised as follows:

TIPS and TISS	Number children & young people	Cost
Allocated TIPS	110	£89,600
Allocated TISS	30	£24,800
Total	140	£114,400
Total turned down	25	

12. This fund has been well received and has prevented a number of placement breakdowns and supported positive transition for 140 children/young people. The allocation for each child is £800.

Allocation Three: Funding for equipment for Children/young people with Hearing Impairments

13. The following expenditure has been taken forward which has particularly enables children and young people with hearing impairments to stay in mainstream settings.

item	cost
10 Audio shoes for Sky V hearing aids	£160
Clear ear level receivers	£123
5 x Microphones for radio aid transmitters	£310
Radio aid shoes	£363
Radio aid transmitter and 2 sets of integrated receivers	£2,526
Parrot Plus 2 automated speech test with 4 speech tests	£3,100
3 Roger Mylink, 4 Roger Pen, 8 roger touchscreen, 25 receivers, Radio aid systems for 13 pupils	£14,696
Total	£21,278

Allocation Four: £10k to support minor developments in AP

14. £10,000 was added to funding already allocated to the three secondary federations to support one off developments in AP provision.

15. As of January 2018 this gives overall commitment/expenditure as shown below.

Allocation	Allocated	Committed	Diff
SEMH Centres of Excellence	£600,000	£240,000	£360,000
TIPS and TISS	£130,000	£114,800	£15,200
Hearing Impairment Equipment	£20,000	£21,278	-£1,278
AP Support	£10,000	£10,000	£0
Total	£760,000	£386,078	£373,922

Proposals

16. For Schools Forum to consider whether the funding allocation for the SEMH Centres of excellence (£360,000) should be rolled forward into 2018/9 to support the development of centres in the north and south. Schools forum may want to consider this decision as part of the overall budget setting decisions for 2018-19.

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9 January 2018

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Wiltshire Council

SCHOOLS FORUM

18 January 2018

SCHOOLS REVENUE FUNDING 2018-19 – FUNDING SETTLEMENT AND BUDGET SETTING PROCESS

Purpose of the Paper

1. To update Schools Forum on the schools revenue funding settlement and the budget setting process for 2018-19.
2. The report will outline the funding settlement announced on 20 December 2017 and the impact on school budgets arising from the settlement. The report will also outline the decision making process for the 2018-19 budget.
3. Further detail on each of the funding blocks and the specific decisions required will be provided in separate papers on this agenda. A separate decision paper will also be provided so that decisions can be considered after all of the update reports have been discussed.

Main Considerations

School Revenue Funding Settlement 2018-19

Dedicated Schools Grant 2018-19

4. DfE issued the revenue funding settlement for schools on 20 December 2017. The provisional Dedicated Schools Grant (DSG) allocation for Wiltshire Council is **£342.498m**. This is an increase of £11.693m compared with 2017-18. The increase reflects the impact of the increase to schools block funding for the national funding formula (NFF), the overall increase in the numbers of pupils to be funded from the schools block, and the full year effect of funding for the additional 15 hours entitlement to free child care for children of working parents.
5. The split of funding between the blocks is as follows:

	2018-19
	£
Schools Block	267,857,676
Central Schools Services Block	2,514,851
Total Schools Allocation	270,372,528
High Needs Block	45,079,033
Early Years Block	27,046,848
	342,498,409

6. The **Schools Block** has been calculated based on the NFF figures published in September 2017. The funding values published in September have been used to calculate a “primary unit of funding” and a “secondary unit of funding” for Wiltshire. These units of funding have been multiplied by the numbers of primary and secondary pupils from the October 2017 census to arrive at the schools block total for 2018-19. Formula factors funded at historic levels ie, pupil growth, rates and other premises led factors have then been added to give the final value for 2018-19.
7. The **Central Schools Services block (CSSB)** has been calculated according to the new national funding formula for the CSSB. October 2017 pupil numbers have been multiplied by a unit value of £30.96. Funding for agreed historic commitments has then been added to that total.
8. The **High Needs block** has been allocated as per the baselines notified to local authorities in September 2017. These baselines are calculated according to the national funding formula for high needs, 50% of which is allocated according to historic spend. The baseline does include the funding reallocated from schools block in to high needs for 2017-18. The basic entitlement amount which reflects the numbers of pupils in special schools has been updated to reflect the October 2017 census and the import/export adjustment will be updated after the January 2018 census. As previously reported to schools forum Wiltshire is on the funding floor for the new high needs NFF and has therefore received only the national minimum increase in funding.
9. Both the schools block and high needs block have been rebased to reflect the changes in funding for pupils in resourced provision. Schools will now receive £6,000 per planned place in resource bases and Enhanced Learning Provision (ELP) from the high needs block but pupils in resourced provision will be funded through the schools block NFF and therefore will attract pupil led funding.
10. The **Early Years block** reflects the hourly rates announced for 2018-19 and an estimate of the full year effect of the entitlement to an additional 15 hours of childcare for children of working parents which came in to effect in September 2017. Again, Wiltshire remains on the funding floor for the early years national funding formula. It should be noted that the early years block will be updated during the 2018-19 financial year to reflect the January 2018 and January 2019 early years census data. In the current year this has had a negative impact on the value of the early years block as take up of places has been lower than estimated in the initial settlement.
11. The funding regulations do still allow for limited amounts of funding to be moved between the DSG blocks in 2018-19. As previously reported to schools forum, local authorities have the flexibility to move up to 0.5% from the schools block to the high needs block with the agreement of schools forum. As in previous years all of the DSG blocks remain under pressure.

Education Services Grant

12. In 2017-18 funding for the retained duties element of Education Services Grant (ESG), to fund delivery of the local authority's responsibilities for all schools, was transferred in to DSG. The total amount of funding transferred in to DSG in 2017-18 was £1.005m. These responsibilities remain and the operational guidance indicates that the central schools services block should be used to fund these responsibilities.
13. The general duties rate of ESG ended from 31 March 2017. In 2017-18 the council received a transitional grant to cover the period April to August 2017 however no further ESG funding for general duties will be received in 2018-19. The Council will receive an allocation from the [school improvement monitoring and brokering grant](#) to allow it to continue to monitor performance of maintained schools, broker school improvement provision, and intervene as appropriate.

Budget Setting Process 2018-19

14. Local authorities are required to submit the proposed delegated budget for schools in their areas to the Education and Skills Funding Agency (ESFA) by 19th January 2018. The ESFA are required to confirm the formula is compliant with the regulations and will then confirm budgets to academies during February 2018. The LA will need to notify maintained schools of their budget shares by the end of February.
15. In 2017-18 the DfE revised the processes for setting the budgets for central DSG spend and confirmed the powers and responsibilities of the LA and schools forum across all areas of spend within the DSG. The following table confirms the arrangements for schools forum to approve central spend:

16.

Centrally retained service	Approval required
<ul style="list-style-type: none"> • high needs block provision • central licences negotiated by the Secretary of State 	<p>Schools forum approval is not required (although they should be consulted)</p>
<ul style="list-style-type: none"> • funding to enable all schools to meet the infant class size requirement • back pay for equal pay claims • remission of boarding fees at maintained schools and academies • places in independent schools for non-SEN pupils • admissions • servicing of schools forum • contribution to responsibilities that local authorities hold for all schools • contribution to responsibilities that local authorities hold for maintained schools (voted on by relevant maintained school members of the forum only) • de-delegated services from the schools block (voted on by the relevant maintained school members of the forum only) 	<p>Schools forum approval is required on a line-by-line basis</p>
<ul style="list-style-type: none"> • central early years block provision • any movement of funding out of the schools block • any deficit from the previous funding period that reduces the amount of the schools budget • any brought forward deficit on de-delegated services which is to be met by the overall schools budget 	<p>Schools forum approval is required</p>
<ul style="list-style-type: none"> • capital expenditure funded from revenue 	<p>Schools forum approval is required on a line-by-line basis.</p>

Centrally retained service	Approval required
<ul style="list-style-type: none"> • projects must have been planned and decided on prior to April 2013; no new projects can be charged • details of the remaining costs should be presented • contribution to combined budgets <ul style="list-style-type: none"> • where the schools forum agreed prior to April 2013 a contribution from the schools budget to services which would otherwise be funded from other sources • existing termination of employment costs <ul style="list-style-type: none"> • costs for specific individuals must have been approved prior to April 2013; no new redundancy costs can be charged • prudential borrowing costs <ul style="list-style-type: none"> • the commitment must have been approved prior to April 2013 • details of the remaining costs should be presented 	<p>The budget cannot exceed the value agreed in the previous funding period, and no new commitments can be entered into.</p> <p>Read establishing local authority DSG baselines for more information.</p>
<ul style="list-style-type: none"> • funding for significant pre-16 pupil growth, including new schools set up to meet basic need, whether maintained or academy • funding for good or outstanding schools with falling rolls where growth in pupil numbers is expected within three years 	<p>Schools forum approval is required on a line-by-line basis, including approval of the criteria for allocating funds to schools</p>

17. Budget proposals within the papers under consideration will be categorised to ensure that these requirements can be met. A summary of the overall powers and responsibilities for schools forum is attached at Appendix 1 to this report.
18. The update reports will show that many of the decisions in relation to individual funding blocks will impact on the affordability, or otherwise, of other proposals and this will be important to take in to account when considering the final decision paper.

Proposal

19. Schools Forum is asked to note the report.

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10 January 2018



Schools forum powers and responsibilities

A summary of the powers and responsibilities of schools forums.

Function	Local authority	Schools forum	DfE role
Formula change (including redistributions)	Proposes and decides	Must be consulted (voting restrictions apply). See schools forum structure document that informs the governing bodies of all consultations	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 LA proposal
Contracts (where the LA is entering a contract to be funded from the schools budget)	Proposes at least one month prior to invitation to tender, the terms of any proposed contract	Gives a view and informs the governing bodies of all consultations	None

Function	Local authority	Schools forum	DfE role
Financial issues relating to: <ul style="list-style-type: none"> • arrangements for pupils with special educational needs, in particular the places to be commissioned by the LA and schools and the arrangements for paying top-up funding • arrangements for use of pupil referral units and the education of children otherwise than at school, in particular the places to be commissioned by the LA and schools and the arrangements for paying top-up funding • arrangements for early years provision • administration arrangements for the allocation of central government grants 	Consults annually	Gives a view and informs the governing bodies of all consultations	None
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 for: <ul style="list-style-type: none"> • contingencies • administration of free school meals 	Proposes	Maintained primary and secondary school member representatives will decide for their phase. Middle schools are treated	Will adjudicate where schools forum does not agree LA proposal

Function	Local authority	Schools forum	DfE role
<ul style="list-style-type: none"> insurance licences/subscriptions staff costs – supply cover support for minority ethnic pupils/underachieving groups behaviour support services library and museum services School improvement 		according to their deemed status	
<p>General Duties for maintained schools</p> <ul style="list-style-type: none"> Contribution to responsibilities that local authorities hold for maintained schools (please see operational guide for more information) 	Proposes	Would be decided by the relevant maintained school members (primary, secondary, special and PRU).	Adjudicates where schools forum does not agree LA proposal
<p>Central spend on and the criteria for allocating funding from:</p> <ul style="list-style-type: none"> funding for significant pre-16 pupil growth, including new schools set up to meet basic need, whether maintained or academy 	Proposes	Decides	Adjudicates where schools forum does not agree LA proposal

Function	Local authority	Schools forum	DfE role
<ul style="list-style-type: none"> • funding for good or outstanding schools with falling rolls where growth in pupil numbers is expected within three years 			
<p>Central spend on:</p> <ul style="list-style-type: none"> • early years block provision funding to enable all schools to meet the infant class size requirement • back-pay for equal pay claims • remission of boarding fees at maintained schools and academies • places in independent schools for non-SEN pupils • admissions • servicing of schools forum • Contribution to responsibilities that local authorities hold for all schools 	Proposes	Decides	Adjudicates where schools forum does not agree LA proposal
<p>Central spend on:</p> <ul style="list-style-type: none"> • capital expenditure funded from revenue: projects must have been planned and decided on prior to April 2013 so no new projects can be charged 	Proposes up to the value committed in the previous financial year and where expenditure has already been committed.	Decides for each line	Adjudicates where schools forum does not agree LA proposal

Function	Local authority	Schools forum	DfE role
<ul style="list-style-type: none"> contribution to combined budgets: this is where the schools forum agreed prior to April 2013 a contribution from the schools budget to services which would otherwise be funded from other sources existing termination of employment costs (costs for specific individuals must have been approved prior to April 2013 so no new redundancy costs can be charged) prudential borrowing costs – the commitment must have been approved prior to April 2013 	See table four page 31 to 35 for Information on historic commitments. Read establishing local authority DSG baselines for more information.		
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
Carry forward a deficit on central expenditure to the next year to be funded from the schools budget	Proposes	Decides	Adjudicates where schools forum does not agree LA proposal
Any brought forward deficit on de-delegated services which is to be met by the overall schools budget.	Proposes	Decides	Adjudicates where schools forum does not agree LA proposal

Function	Local authority	Schools forum	DfE role
Scheme of financial management changes	Proposes and consults the governing body and Head of every school	Approves (schools members only)	Adjudicates where schools forum does not agree LA proposal
Membership: length of office of members	Decides	None (but good practice would suggest that they gave a view)	None
Voting procedures	None	Determine voting procedures	None
Chair of schools forum	Facilitates	Elects (may not be an elected member of the Council or officer)	None

DEDICATED SCHOOLS BUDGET – SCHOOLS BLOCK UPDATE 2018-19 (Delegated Budget)

Purpose of the Report

1. To update schools forum on issues relating to the schools delegated budget for 2018-19 and the decisions that will need to be made as part of the budget setting process.

Main Considerations

2. As outlined in the funding settlement paper the DfE has allocated a schools block quantum to Wiltshire of £267.858 million. This includes funding of £1 million for the growth fund, based on historical funding values.
3. Cabinet has approved the funding formula for 2018-19. It is therefore agreed that Wiltshire will move as close to the national funding formula (NFF) as possible. In doing so the Wiltshire formula will replicate the formula factors in the national funding formula (NFF) for 2018-19. Formula factors may not be funded at the published NFF values for affordability reasons.
4. Modelling work is underway to calculate individual school budgets based on the agreed formula. Progress to date is as follows and an update will be brought to the meeting on 18 January:
 - a. The total shortfall between the NFF at published values and funding received in the settlement is £1,684,721.
 - b. The reason for the variance is,
 - i. increase in Business Rates of £0.200 million (this is due to significant changes in rateable values in 2017-18 with a reduction in the transition arrangements which has meant that a number of 'medium' sized schools have seen an increase of up to 17.5%).
 - ii. A number of growing schools are being funded on estimated numbers with the agreement of the ESFA. This means more pupils are being funded through the formula than were counted in the October 2017 census. 200 additional pupils are being funded across 5 schools.
 - c. It is proposed that the shortfall will be funded through a reduction in FSM6 rates. The rationale for reducing this factor rather than other factors is that schools forum fed back strongly in the response to the NFF consultation that there is an element of double counting between this factor and the Pupil Premium Grant. For this reason it is felt that a reduction of this factor would have less impact than if other factors were reduced.
 - d. The FSM6 rates are proposed to be £395.20 for Primary's and £574.51 instead of the EFA's NFF rates of £540 and £785 respectively.
 - e. The Growth Fund is still set at £1m. A separate report on this agenda proposes the criteria for the growth fund in 2018-19.
5. As in previous years it is also assumed that costs of the minimum funding guarantee (MFG) are met through limiting the increases to schools gaining from the formulaic changes. It has been agreed that the MFG will be set at 0.5%.
6. As in previous years funding for de-delegated services must be allocated through the formula but can then be de-delegated for maintained mainstream primary and

secondary schools with schools forum approval. Schools forum considered proposals for 2018-19 at the December meeting and agreed those services to be de-delegated. The following services were agreed to be de-delegated in 2018-19:

- HCSS Software Licence
- Trade Union Facilities Costs
- Maternity Costs
- Ethnic Minority Achievement Service
- Traveller Education Service
- Behaviour Support Service

7. It has been assumed that there will be no movement of funding between DSG blocks.

Proposals

8. Schools Forum is asked to note the report and the required decisions in relation to the schools delegated budget for 2018-19.

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10 January 2018

Allocation of Funding for Pupil Growth 2018-19

Purpose of the Report

1. To seek agreement on the methodology for allocating funding for pupil growth from the centrally retained growth fund in 2018-19.
2. To seek agreement on the amount of funding to be allocated for pupil growth.

Background

3. Wiltshire currently operates a growth fund and Schools Forum agreed to a number of criteria for the allocation of funding for pupil growth in previous years. The current growth fund criteria has been confirmed as being fully compliant by the Education and Skills Funding Agency (ESFA).

Main Considerations

4. Funding for significant pupil growth can be retained centrally as part of the schools contingency before the formula is calculated. This can include funding to be allocated for additional classes arising from Basic Need or additional classes needed as a consequence of infant class size regulations. The requirements are that:
 - a) the growth fund can be used only for the purposes of supporting growth in pre-16 pupil numbers to meet basic need and to support additional classes needed to meet the infant class size regulation
 - b) the fund must be used on the same basis for the benefit of both maintained schools and recoupment academies
 - c) any funds remaining at the end of the financial year must be added to the following year's DSG and reallocated to maintained schools and academies through the local formula
 - d) local authorities will be required to produce criteria on which any growth funding is to be allocated. These should provide a transparent and consistent basis (with differences permitted between phases) for the allocation of all growth funding. 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

- e) local authorities will need to propose the criteria to the Schools Forum and gain its agreement before growth funding is allocated. The local authority will also need to consult the Schools Forum on the total sum to be top-sliced from each phase and must regularly update the Schools Forum on the use of the funding.

Historical Position

- 5. Schools Forum has historically agreed an annual budget of £1m to be retained centrally for the purpose of funding pupil growth. In the financial year 2018-19 it is proposed to retain the budget at the £1m level.

Affordability

- 6. During 2018-19, there will be a new Primary School opening at Fugglestone in Salisbury. The new school, St Peter's, is due to open in September 2018. The growth fund continues to support new primary schools with diseconomy costs which have opened since 2014, Castle Mead Primary, Wellington Academy Primary and Ridgeway Farm Primary Academy.
- 7. The Basic Need Class Expansion for additional classes is still to be confirmed with colleagues in the School places team.
- 8. The Infant Class Size increases are still to be confirmed for 2017-18, but as the number of primary pupils continues to grow across Wiltshire, the funding factor will continue to be used to support schools seeing rapid growth in infant pupil numbers.
- 9. The total Growth Fund requirement for 2018-19 is anticipated to come within the budget.
- 10. In addition, the local authority continues to lobby both the ESFA and the MOD to support the schools affected by the MOD's Army Re-basing programme. Political support has been offered to ensure that our Wiltshire schools are not dis-advantaged as a result of the programme.
- 11. The proposed criteria for funding pupil growth within the local Wiltshire funding formula in 2016-17 are as follows:

Proposed Criteria

New School Allowance (unchanged from 2013-14):

- 12. Schools receive funding in advance of pupils arriving in the school, based on the result of the pupil teacher ratio rounded up to the nearest next whole number. The PTRs used are 26.5:1 for KS1 & 27.5:1 for KS2 + 1.1. The topped up element to the next whole number is arrived at by multiplying the result by the salary of a teacher on the top point of the teacher's main scale + on-costs. This element will apply until the first year group has left the school or until the school is full.

13. In addition the costs of a head teacher and 10 hours admin support will be available one "old" term before opening. 55% of the Basic Flat Rate will be available two "old" terms before opening. In the first year of opening the school will also receive 34% of the Basic Flat Rate, 17% in the second & 8.5% in the third year after opening.
14. The 'Basic Flat Rate' has always been considered to the lump sum value which has until 2017-18 been set at £85,000 for primary and £175,000 for secondary schools. Under the proposals for the new National Funding Formula, the lump sum will move to £110,000. The LA has not opened any new secondary schools for a number of years but the impact of the change in lump sum to primary schools would be as detailed in the table below;

	Flat rate £85,000	Flat rate £110,000
Year 1 – 55%	£46,750	£60,500
Year 2 – 34%	£28,900	£37,400
Year 3 – 17%	£14,450	£18,700
Year4 – 8.5%	£7,225	£9,350
Total	£97,325	£125,950

15. New schools may also receive an estimate of the new pupil intake for the forthcoming academic year. This approach will be in place for the number of years equal to the number of year groups at the school. The initial estimate may be changed at a later date (but no later than the end of Term 6) to more accurately reflect the likely new intake, with the agreement of the school.

Class Expansion for Basic Need (unchanged from 13-14):

16. Where a school is expanded to provide additional classes to meet a basic need for places identified by the LA, from the month of opening for the remainder of the financial year only the school will receive 7/12ths* x 30 x relevant AWPU for each additional class. Where a full class may not be needed then the school would receive 7/12ths x estimate of increased September intake x relevant AWPU. The definition of "expanded" is that a building project or addition of a mobile classroom has taken place.

* - For Academy schools the funding is paid for 12/12ths as it relate to their funding year.

Infant Class Size Increases:

17. This is payable to a Primary School with infant classes which is required to set up an additional class in the Autumn term as required by the infant class size regulations, and the school cannot accommodate all of its additional Reception and Key Stage 1 pupils in classes of 30 or less, i.e. the total number of pupils in the 3 year groups exceeds a multiple of 30. Where the total increase in NOR between the two October census dates is greater than 13 and necessitates that an extra class would be required, then additional funding is allocated per additional class.

18. Schools Forum needs to approve the above criteria for application in 2018-19.

Proposal

19. It is proposed that:

- a) Schools Forum approve the criteria for allocating pupil Growth Fund in 2018-19.

- b) Schools forum confirm the value to be used as the 'flat rate' for new school funding in 2018-19. Should it be retained at £85,000 or should it mirror the lump sum in the funding formula.

- c) Schools Forum agree that the budget for the Growth Fund is retained at a maximum of £1m for 2018-19.

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10 January 2018

DEDICATED SCHOOLS BUDGET – CENTRAL SCHOOLS SERVICES BLOCK UPDATE
2018-19

Purpose of the Report

1. To update schools forum on issues relating to the Central Schools Services Block (CSSB) budget for 2018-19 and the decisions that will need to be made as part of the budget setting process.

Main Considerations

2. As outlined in the funding settlement paper the DfE has allocated a CSSB of £2.515 million for Wiltshire. This has been calculated using the national funding formula for the CSSB which applies a unit rate of £30.96 to the pupil numbers from the October 2017 census. Funding for agreed historic commitments is then added to the amount of funding generated by the formula to give the overall total CSSB. Wiltshire has been allocated £0.574m for historic commitments based on those commitments agreed as eligible in 2017-18.
3. The CSSB brings together:
 - funding previously allocated through the retained duties element of the Education Services Grant (ESG)
 - funding for ongoing central functions, such as admissions, previously top-sliced from the schools block
 - residual funding for historic commitments, previously top-sliced from the schools block
4. Funding for growth and falling rolls will be allocated through the schools block in 2018 to 2019, based on historic spend in 2017 to 2018. Wiltshire has not operated a falling rolls fund in previous years and therefore will receive no funding for this purpose in 2018-19.
5. The duties held by the local authority in relation to all schools and therefore included within the CSSB are listed in Appendix 1 to this report. The appendix also shows the duties held by the LA in relation to maintained schools only.
6. The decisions that schools forum are required to make in relation to the central schools block are listed below. These are in relation to the duties that local authorities have towards all schools.

Approval required	Services covered
Section A Schools forum approval is not required (although they should be consulted)	<ul style="list-style-type: none">• central licences negotiated by the Secretary of State

<p>Section B</p> <p>Schools forum approval is required on a line-by-line basis</p>	<ul style="list-style-type: none"> • back pay for equal pay claims • remission of boarding fees at maintained schools and academies • places in independent schools for non-SEN pupils • admissions • servicing of schools forum • contribution to responsibilities that local authorities hold for all schools • contribution to responsibilities that local authorities hold for maintained schools (voted on by relevant maintained school members of the forum only) • de-delegated services from the schools block (voted on by the relevant maintained school members of the forum only) – NB decisions on de-delegated services have already been made at the December 2017 meeting
<p>Section C</p> <p>Historic Commitments:</p> <p>Schools forum approval is required on a line-by-line basis. The budget cannot exceed the value agreed in the previous funding period and no new commitments can be entered into</p>	<ul style="list-style-type: none"> • capital expenditure funded from revenue – projects must have been planned and decided on prior to April 2013 so no new projects can be charged • contribution to combined budgets – this is where the schools forum agreed prior to April 2013 a contribution from the schools budget to services which would otherwise be funded from other sources • existing termination of employment costs (costs for specific individuals must have been approved prior to April 2013 so no new redundancy costs can be charged) • prudential borrowing costs – the commitment must have been approved prior to April 2013

7. Local authorities can fund services previously funded from the general funding rate of the ESG (for maintained schools only) from maintained school budget shares, with the agreement of maintained school members of the schools forum.
8. The relevant maintained schools members of the schools forum (primary, secondary, special and pupil referral units (PRUs), should agree the amount the local authority will retain.
 - a. If the local authority and schools forum are unable to reach a consensus on the amount to be retained by the local authority, the matter can be referred to the Secretary of State.
9. Local authorities should set a single rate per 5 to 16 year old pupil for all mainstream maintained schools, both primary and secondary; in the interests of simplicity, this should be deducted from basic entitlement funding.
10. There are no proposals to fund services for maintained schools only contained within this report.

11. The cost of licences for 2018-19 for Wiltshire has been set at £0.359m.

Section B – Centrally Provided Services

12. Schools forum approval is required on a line by line basis for this group of services which are funded from central schools block. Appendix 2 to this report shows each line and the proposed budget.

13. The limitation on increases to centrally held spend has been removed from the budgets for admissions and servicing of schools forums. It is therefore proposed to apply salary inflation to the budget for the admissions team. This is affordable within the overall CSSB allocation.

Section C – Historic Commitments

14. In 2017-18 the DfE supplementary guidance on the funding and reporting of historic commitments within central DSG. The guidance also detailed the evidence that Schools Forum required on each item in order to approve the spend:

- a. **Minutes from the schools forum prior to 1st April 2013** – schools forum should have agreed the commitment prior to 2013
- b. **Proof that the commitment extended at least as far as the 2018-19 financial year.** Evidence can include reports which indicated an end date in to 2018-19 or beyond, or where the commitment has no specific end date.
- c. **Where budgets relate to non-staffing costs, there must be a contractual commitment** (such as a PFI agreement or lease agreement) which extends in to the relevant financial year.
- d. **Schools forum papers and minutes that show that approval has been granted for the financial year.** The forum is expected to approve each spending line annually. It is important that schools forums have sufficient information to be able to make an informed decision

15. Having considered the guidance and the available evidence, the commitments agreed by schools forum for 2017-18 and therefore funded within the CSSB allocation for 2018-19 are as follows:

Item	Amount	Meets Definition?	Required Evidence available?
	£m		
Funding for LAC Personal Education Plans - Schools Forum decision December 2007 to support PEPs for Looked After Children from 2008/09 financial year as required under "Care Matters". Allocation based on original estimate of £500 per LAC and managed by Virtual Head Teacher. PPG Plus now also supports PEPs	0.233	Yes	Yes
Child Protection in Schools Adviser - Schools Forum decision January 2006 to support an additional member of staff within Children's Social Care to provide support and advice to schools enabling them to meet their responsibilities under Every Child Matters agenda following the cessation of Safeguarding Children's Grant	0.041	Yes	Yes
Prudential Borrowing Schools forum decision to support approx. £3m capital financing for 13 year period <i>Note 2018-19 is the final year for this commitment</i>	0.300	Yes	Yes
Total	0.574		

Proposals

16. Schools Forum is asked to note the report and the required decisions in relation to the central schools block budget for 2018-19.

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Appendix 1 – Services covered by the Central Schools Services Block

Statutory and regulatory duties

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> • Director of children’s services and personal staff for director (Sch 2, 15a) • Planning for the education service as a whole (Sch 2, 15b) • Revenue budget preparation, preparation of information on income and expenditure relating to education, and external audit relating to education (Sch 2, 22) • Authorisation and monitoring of expenditure not met from schools’ budget shares (Sch 2, 15c) • Formulation and review of local authority schools funding formula (Sch 2, 15d) • Internal audit and other tasks related to the authority’s chief finance officer’s responsibilities under Section 151 of LGA 1972 except duties specifically related to maintained schools (Sch 2, 15e) • Consultation costs relating to non-staffing issues (Sch 2, 19) • Plans involving collaboration with other LA services or public or voluntary bodies (Sch 2, 15f) • Standing Advisory Committees for Religious Education (SACREs) (Sch 2, 17) • Provision of information to or at the request of the Crown other than relating specifically to maintained schools (Sch 2, 21) 	<ul style="list-style-type: none"> • Functions of LA related to best value and provision of advice to governing bodies in procuring goods and services (Sch 2, 56) • Budgeting and accounting functions relating to maintained schools (Sch 2, 73) • Functions relating to the financing of maintained schools (Sch 2, 58) • Authorisation and monitoring of expenditure in respect of schools which do not have delegated budgets, and related financial administration (Sch 2, 57) • Monitoring of compliance with requirements in relation to the scheme for financing schools and the provision of community facilities by governing bodies (Sch 2, 58) • Internal audit and other tasks related to the authority’s chief finance officer’s responsibilities under Section 151 of LGA 1972 for maintained schools (Sch 2, 59) • Functions made under Section 44 of the 2002 Act (Consistent Financial Reporting) (Sch 2, 60) • Investigations of employees or potential employees, with or without remuneration to work at or for schools under the direct management of the headteacher or governing body (Sch 2, 61) • Functions related to local government pensions and administration of teachers’ pensions in relation to staff working at maintained schools under the direct management of the headteacher or governing body (Sch 2, 62) • Retrospective membership of pension schemes where it would not be appropriate to expect a school to meet the cost (Sch 2, 75)

Responsibilities held for all schools	Responsibilities held for maintained schools only
	<ul style="list-style-type: none"> • HR duties, including: advice to schools on the management of staff, pay alterations, conditions of service and composition or organisation of staff (Sch 2, 63); determination of conditions of service for non-teaching staff (Sch 2, 64); appointment or dismissal of employee functions (Sch 2, 65) • Consultation costs relating to staffing (Sch 2, 66) • Compliance with duties under Health and Safety at Work Act (Sch 2, 67) • Provision of information to or at the request of the Crown relating to schools (Sch 2, 68) • School companies (Sch 2, 69) • Functions under the Equality Act 2010 (Sch 2, 70) • Establish and maintaining computer systems, including data storage (Sch 2, 71) • Appointment of governors and payment of governor expenses (Sch 2, 72)

Education welfare

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> • Functions in relation to the exclusion of pupils from schools, excluding any provision of education to excluded pupils (Sch 2, 20) • School attendance (Sch 2, 16) • Responsibilities regarding the employment of children (Sch 2, 18) 	<ul style="list-style-type: none"> • Inspection of attendance registers (Sch 2, 78)

Asset management

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> • Management of the LA's capital programme including preparation and 	<ul style="list-style-type: none"> • General landlord duties for all maintained schools (Sch 2, 76a & b)

Responsibilities held for all schools	Responsibilities held for maintained schools only
<p>review of an asset management plan, and negotiation and management of private finance transactions (Sch 2, 14a)</p> <ul style="list-style-type: none"> • General landlord duties for all buildings owned by the local authority, including those leased to academies (Sch 2, 14b) 	<p>(section 542(2)) Education Act 1996; School Premises Regulations 2012) to ensure that school buildings have:</p> <ul style="list-style-type: none"> • appropriate facilities for pupils and staff (including medical and accommodation) • the ability to sustain appropriate loads • reasonable weather resistance • safe escape routes • appropriate acoustic levels • lighting, heating and ventilation which meets the required standards • adequate water supplies and drainage • playing fields of the appropriate standards • General health and safety duty as an employer for employees and others who may be affected (Health and Safety at Work etc. Act 1974) • Management of the risk from asbestos in community school buildings (Control of Asbestos Regulations 2012)

Central support services

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none">No functions	<ul style="list-style-type: none">Clothing grants (Sch 2, 52)Provision of tuition in music, or on other music-related activities (Sch 2, 53)Visual, creative and performing arts (Sch 2, 54)Outdoor education centres (but not centres mainly for the provision of organised games, swimming or athletics) (Sch 2, 55)

Premature retirement and redundancy

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none">No functions	<ul style="list-style-type: none">Dismissal or premature retirement when costs cannot be charged to maintained schools (Sch 2, 77)

Monitoring national curriculum assessment

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none">No functions	<ul style="list-style-type: none">Monitoring of National Curriculum assessments (Sch 2, 74)

Therapies

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none">No functions	<ul style="list-style-type: none">This is now covered in the high needs section of the regulations and does not require schools forum approval

Other ongoing duties

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> • Licences negotiated centrally by the Secretary of State for all publicly funded schools (Sch 2, 8); this does not require schools forum approval • Admissions (Sch 2, 9) • Places in independent schools for non-SEN pupils (Sch 2, 10) • Remission of boarding fees at maintained schools and academies (Sch 2, 11) • Servicing of schools forums (Sch 2, 12) • Back-pay for equal pay claims (Sch 2, 13) • Writing to parents of year 9 pupils about schools with an atypical age of admission, such as UTCs and studio schools, within a reasonable travelling distance (new addition to CSSB, to be included in 2018 to 2019 regulations)¹ 	<ul style="list-style-type: none"> • No functions

Historic commitments

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> • Capital expenditure funded from revenue (Sch 2, 1) • Prudential borrowing costs (Sch 2, 2(a)) • Termination of employment costs (Sch 2, 2(b)) • Contribution to combined budgets (Sch 2, 2(c)) 	<ul style="list-style-type: none"> • No functions

¹Funding for this duty was previously delivered to local authorities via a s.31 grant. Additional funding will be added to the CSSB baseline for this from 2018-19.

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Appendix 2

	Section B	Budget 2017-18	Proposed Budget 2018-19	Notes
		£	£	
Schools forum approval is required on a line-by-line basis	funding to enable all schools to meet the infant class size requirement (growth fund)	100,000	100,000	in 2017-18 schools forum agreed total funding of £1m for the growth fund. Split £100,000 for infant class size requirement and £900,000 for basic need growth. Proposal for 2018-19 is to keep the same split
	back-pay for equal pay claims	-	-	no budgeted spend
	remission of boarding fees at maintained schools and academies	-	-	No budgeted spend - any spend would be for LAC, funded from LAC Education Service and Pupil Premium
	places in independent schools for non-SEN pupils	-	-	
	services previously funded by the retained rate of the ESG	1,005,398	1,005,398	Education Welfare, Statutory & Regulatory Duties, Asset Management
	admissions	411,000	415,000	Cost of Admissions team with corporate support overheads
	servicing of schools forum	3,000	3,000	cost of supporting meetings
		1,519,398	1,523,398	

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DEDICATED SCHOOLS BUDGET – HIGH NEEDS BLOCK UPDATE 2018-19

Purpose of the Report

1. To update schools forum on issues related to the high needs block for 2018-19 and the decisions that will need to be made as part of the budget setting process for 2018-19.

Main Considerations

2. As outlined in the paper on the funding settlement for 2018-19 the high needs block allocation for Wiltshire in 2018-19 is £45.079 million. The high needs block has been calculated according to the new national funding formula for high needs. As previously reported to schools forum, Wiltshire is on the funding floor for the high needs NFF and therefore has received the minimum level of increase.
3. The high needs block has been rebased to reflect the transfer of funding to schools block for the change in funding for resourced provision, and to reflect the transfer of funding from schools block agreed by schools forum in January 2017.
4. In terms of decision making for the high needs block the guidance on schools forum powers and responsibilities states that all central spend on high needs block provision is decided by the local authority. This would include decisions on top up values. Because of the interdependencies of decisions across all of the funding blocks, decisions on high needs are being presented alongside those that schools forum is required to make on all of the other blocks.

Projected Demand on High Needs Block

5. An initial estimate of pressures on the high needs block for 2018-19 is summarised in the following table which shows an estimated shortfall in 2018-19 of £0.843m:

	£m
Budgeted Spend 2017-18	47.070
Adjustment for change in Resourced Provision funding	(2.365)
Adjusted Baseline 2018-19	44.705
Additional Pressure to meet current Spend levels (17-18 budget overspent)	1.248
Estimated demand on top up budget 2018-19 (NPA, ISS,ISP and FE places)	(0.031)
Estimated demand on high needs block 2018-19	45.923
High needs allocation	45.079
Estimated Surplus/(Shortfall) 2018-19	(0.843)

6. This estimate includes the following assumptions:
 - a. Top up values remain unchanged from 2017-18 levels
 - b. Demand for placements in independent special schools (ISS) and independent specialist providers (ISPs) is based on known placements and trends for increases during the year.

- c. Demand for Named Pupil Allowances (NPAs) continues to increase whilst numbers of places for special schools, resource bases and enhanced learning provision (ELP) remain broadly static in line with the place number review. It should be noted that the average cost of top ups, particularly for NPAs and Post-16, has reduced during 2017-18 meaning that whilst activity is still projected to increase in 2018-19, costs are not expected to increase at similar levels to previous years if current unit costs are applied.
 - d. That the split of funding for the early years inclusion support fund remains as agreed in 2017-18 ie, £0.357m from high needs block and £0.110m from early years block
 - e. That any underspend against the funding allocated for SEMH developments is rolled forward to continue to support development in 2018-19.
 - f. That there is no transfer of funding between DSG blocks.
7. In order to address the shortfall a number of options will need to be considered. Some potential options are highlighted in the following paragraphs.
 8. **Top Up Values** – the biggest area of spend within the high needs block is expenditure on top up values. Top up values are assumed to remain static in 2018-19 but a proposal could be made to reduce values. The risk associated with this proposal is that any reduction would increase the pressure further on school budgets.
 9. **Early Years Inclusion Support Fund** – the guidance on early years funding requires councils to have an inclusion support fund in place to support pupils with high needs in early years settings. This support can be funded from the high needs block or from the early years block. In Wiltshire £0.357m of the fund comes from the high needs block and £0.110m from the early years block. This balance could be altered. If the contribution from early years block is increased the impact would be on the basic hourly rate paid to providers for the entitlement for 3 and 4 year olds.
 10. **Release any underspend from the SEMH developments budget** – this is considered in a separate paper on this agenda. If the current underspend against these developments were released this would give a one off benefit of £0.360m in 2018-19 but would mean that funding would only be available for the development of one SEMH centre.
 11. **Consider other items of spend within high needs block** – areas of spend within the high needs block could be reviewed to identify further areas for saving.
 12. **Review items of expenditure within CSSB** – areas of discretionary spend within the CSSB could be reviewed.
 13. **Movement of funding from schools block** – the operational guidance allows for local authorities to move up to 0.5% from schools block to high needs block with the approval of schools forum. This would release an additional £1.3m for high needs spend but would reduce the funding available to distribute to schools in the mainstream formula.

Proposals

14. Schools Forum is asked to note the pressures on the high needs block and consider potential options to reduce the shortfall against high needs budgets.

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DEDICATED SCHOOLS GRANT – EARLY YEARS BLOCK UPDATE 2018-19

Purpose of the Report

1. To update the working groups and schools forum on issues related to the early years block for 2018-19 and the decisions that will need to be made as part of the budget setting process for 2018-19.
2. The operational guidance for the early years block confirms that schools forums must be consulted on changes to local early years funding formulae, including agreeing central spend, although the final decision rests with the local authority.

Main Considerations

3. The provisional early years block settlement for 2018-19 is £27.047 million and comprises the following elements:

	£
Early Years - Free Entitlement 3&4 yo	17,651,612
Additional 15 hours entitlement	6,356,914
2 year old funding	2,751,600
Indicative EYPPG	176,638
Supplementary funding maintained nurseries	0
Disability Access Fund	110,085
Total Provisional Early Years Block	27,046,848

4. The allocations for the free entitlement for 3 and 4 year olds, and for 2 year olds are based on the January 2017 census and will be updated during the 2018-19 financial year for the January 2018 and January 2019 censuses. The funding for the additional 15 hours entitlement for working parents is an estimate and again will be updated for the census data during the year. Take up for 2017-18 is currently being analysed to give an indication as to whether take up is at or near this level. Early indications based on the autumn pupil count are that take up is lower than estimated by the DfE and it is likely that Wiltshire's DSG settlement will be amended downwards in order to reflect this.
5. The *operational guidance for early years entitlements: local authority funding of providers 2018-19* was published in November 2017. The key points on local authority funding of providers are that local authorities:
 - Should set a single funding rate for both entitlements for 3 and 4 year olds (that is, both the universal 15 hours and the additional 15 hours for working parents)
 - Must plan to spend at least 95% ("95% pass through requirement") of their 3 and 4 year old funding from government on the delivery of the government entitlements for 3 & 4 year olds
 - May request that the 95% requirement be disapplied in specific, exceptional circumstances
 - Should be moving towards a universal base rate for all types of provider in their local 3 and 4 year old formula, and should do this by 2019-20

- Must use a deprivation supplement in their local 3 and 4 year old formula, and any other supplements must fall within one of the allowable categories
 - Must not channel more than 10% of their funding for 3 and 4 year olds through funding supplements
 - Must provide a SEN Inclusion Fund for 3 and 4 year olds
 - Must pass on early years pupil premium (EYPP) in full to providers for eligible 3 and 4 year olds
 - Must pass on disability access fund (DAF) funding in full to providers for eligible 3 and 4 year olds
6. The DfE will monitor compliance with these requirements. Wiltshire is already compliant with the requirements of the formula, and the SEN Inclusion Fund, and there are no current circumstances where a disapplication of the 95% requirement is being recommended.
7. There are no pass through requirements for the 2 year old funding and no requirements for compulsory supplements. Local authorities are encouraged to fund providers for the entitlement for disadvantaged 2 year olds on the basis of a flat hourly rate for all providers. Wiltshire is compliant with this approach and passes through 100% of the 2 year old funding to providers.

Early Years Single Funding Formula

8. The DSG settlement announced on 20th December 2017 confirms the hourly rate that Wiltshire will be funded at as £4.30 per hour for the 3 and 4 year old entitlements. These rates are unchanged from 2017-18 and Wiltshire remains on the funding floor for the early years national funding formula.
9. The current rates for providers in Wiltshire, agreed by schools forum in January 2017, are as follows:

Hourly rate	Preferred Option
Deprivation	£0.40
Rurality	£0.52
Basic Hourly Rate	£4.14

10. This was based on a pass through of 98% with 2% of funding being held centrally to support the administration of the new entitlement and to provide support for settings.
11. Whilst funding rates have not increased, modelling based on 2017-18 spend indicates that the estimated spend on supplements will be lower than that assumed in calculating the base rate for 2017-18. If the calculation for 2018-19 is updated to reflect the current levels of spend on supplements it is estimated that the base rate could be increased to £4.16 per hour in 2018-19. The rates for supplements would need to remain unchanged.
12. There are no proposals to increase the amount of funding held centrally from the early years block. It is assumed that the contribution of £110,000 to the SEN Inclusion Fund from the early years block will continue in 2018-19 with the remainder of the SEN Inclusion Fund to be met from the high needs block as in previous years. Schools Forum will need to consider the budget pressures on all DSG blocks and may look to reconsider the current funding position of the SEN inclusion fund. This would impact on the affordable hourly rate for providers.

Compliance with % Pass Through

13. The above proposal meets the DfE requirements outlined above for a single rate for both entitlements for 3 and 4 year olds, a universal base rate for all types of providers, and for the inclusion of supplements in the local early years funding formula. A compliance calculation has been provided within the operational guidance to ensure that the requirements on % pass through of the early years block to providers are being met. Applying this calculation to the above model shows 98% pass through of the early years block with an average hourly rate calculated as £4.22 (including supplements and inclusion support funding).

Calc	Line	Description	Amount
A	1	Anticipated budget for base rate (including funding to MNS) for 3 and 4 year olds	£23,231,526
	2	Anticipated budget for MNS lump sums for 3 and 4 year olds	£0
	3	Anticipated budget for supplements for 3 and 4 year olds: Deprivation (including funding to MNS)	£220,000
	4	Anticipated budget for supplements for 3 and 4 year olds: Quality (including funding to MNS)	£0
	5	Anticipated budget for supplements for 3 and 4 year olds: Flexibility (including funding to MNS)	£0
	6	Anticipated budget for supplements for 3 and 4 year olds: Rurality (including funding to MNS)	£25,000
	7	Anticipated budget for supplements for 3 and 4 year olds: EAL (including funding to MNS)	£0
	8	Anticipated budget for 3 and 4 year old SEN inclusion fund (top up grant element)	£110,000
	9	Anticipated budget for 3 and 4 year old contingency	£0
			Subtotal =
B	10	DfE initial quantum allocation to local authority of MNS supplementary funding	£0
C	11	Planned total base rate hours for universal 15 and additional 15 hours for 3 and 4 year olds	5,583,378
D	12	Equivalent average rate to providers for entitlement hours for 3 and 4 year olds = (A-B) / C = (lines 1+2+3+4+5+6+7+8+9 - 10) / (line 11)	£4.22
E	13	LA EYNFF hourly rate for 3 and 4 year olds (published alongside this document, or in DSG tables in future)	£4.30
F	14	Test of meeting requirement F = (D / E) * 100 = ((line 12) / (line 13))*100	98.14%

2 Year Old Funding

14. The hourly rate for 2 year olds in Wiltshire has been confirmed as £5.32 for 2018-19. As in previous years it is proposed that the full hourly rate be passed on to providers delivering provision to 2 year olds.

15. 3 and 4 year olds will be eligible for the fund if they meet the following criteria:
- The child is in receipt of child disability living allowance and;
 - The child receives free early education
16. 4 year olds in primary school reception classes are not eligible for DAF funding.
17. Settings of 3 and 4 year olds eligible for the DAF will be entitled to receive a one off payment of £615 per year. Children do not have to take up the full 570 hours of early education they are entitled to in order to receive DAF.
18. Early years providers are ultimately responsible for identifying eligible children and local authorities must check that DAF eligibility requirements are met.
19. The DAF is payable as a lump sum once a year per eligible child. If a child is splitting their entitlement between two or more providers then parents should be asked to nominate the main setting. If a child receiving DAF moves from one setting to another within a financial year the new setting is not eligible to receive DAF for the this child within the same financial year.

Early Years Pupil Premium

20. Funding continues to be allocated through the early years block for the early years pupil premium (EYPP). There are no funding changes for EYPP proposed for 2018-19.

Proposals

21. Schools Forum is asked to note the update on the early years block and the proposals in relation to the early years single funding formula and percentage pass through to providers.

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Wiltshire Council

Schools Forum

18 January 2018

Budget 2018-19 – Decision Paper

Purpose of report

1. To summarise the decisions required from schools forum in relation to the 2018-19 budget.
2. Background material to support this paper is provided in the update reports for each funding block.

Main considerations for Schools Forum

3. Appendix 1 outlines those decisions that are required in order to set the 2018-19 schools budget. The table also outlines the interdependencies between decisions and where the decision making responsibility rests in each case.
4. The detailed figures for each decision in relation to each budget line will be confirmed in a final version of this report to be tabled at the meeting on 18th January.

Proposals

5. That schools forum notes the attached decision matrix
6. That schools forum confirms decisions for each of the budget lines for 2018-19 in line with the DfE operational guidance for 2018-19 and to reflect discussions and proposals raised during the meeting.

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10 January 2018

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DSG Block	Decision Required	Inter-dependencies with other decisions	Proposal	Decision Maker			Decision - noted at meeting
				Local Authority	Schools Forum	DfE	
Overall Budget	Overall Schools Budget	individual decisions for blocks to feed in	Schools Budget to be set at level of DSG Settlement £342.498m	Decides	Proposes		No decision required. Council to set budget at overall level of DSG
	Confirm no LA Top Up			Decides			
Central Schools Services Block	Ongoing commitments eg Admissions, Schools Forum support, Services formally funded from retained duties element of ESG		Line by Line summary, appendix 2 to Central DSG Report. Summarised in Proposed Budget summary Propose as presented in Appendix 2	Proposes	Decides for each line	Adjudicates if Schools Forum does not agree LA proposal	
	Central spend on historic commitments	will inform any further funding to be delegated if spend is not agreed, is not evidenced or does not meet criteria	Propose agree eligible expenditure as per table in Central Schools Services Block Report	Proposes	Decides for each line	Adjudicates if Schools Forum does not agree LA proposal	
	Central Licences negotiated by Secretary of State		Propose Budget for central copyright licences set at £0.359m	Decides	None	None	
	Central spend on general duties for maintained schools - services previously funded by ESG general duties rate	would be a top slice for maintained school budgets - impacts on delegated budget decision	No top slice proposed	Proposes	Decided by maintained school members	Adjudicates if Schools Forum does not agree LA proposal	
Schools block - Delegated Budget	Affordability of local formula		Propose that any reduction required for affordability is applied to FSM Ever6 formula factor	Proposes and decides	must be consulted	Ensures formula is compliant with regulations	
	Minimum Funding Guarantee		Propose set MFG at 0.5%	Proposes and decides	must be consulted	Ensures formula is compliant with regulations	
	Growth fund		Growth fund to be set at £1m - split £0.1m Infant class Size and £0.9m basic need Propose criteria remain unchanged	Proposes and decides	must be consulted	Ensures formula is compliant with regulations	
	Falling Rolls Fund	impacts on available quantum for delegated budget	Propose Wiltshire does not have a falling rolls fund	Proposes and decides	must be consulted	Ensures formula is compliant with regulations	
High Needs Block	Funding for exceptional numbers of statements		No formula in place for 2017-18. Propose no formula for 2018-19 due to affordability	Decides	none	none	
	Top Up values for NPAs, ELP, Resource Bases and Special Schools		Initial proposal no change from 2017-18 values	Decides	none - but would consult Schools Forum	none	
	Funding levels for Alternative Provision		No Proposed change 2018-19	Decides	none - but would consult Schools Forum	none	

Schools Forum - January 2017
 Decision Matrix for 2017-18 Budget

DSG Block	Decision Required	Inter-dependencies with other decisions	Proposal	Decision Maker			Decision - noted at meeting
	Savings proposals to meet shortfall in high needs block		Proposals to be developed to meet shortfall. If money to be moved between blocks this must be determined at the January meeting	Decides	none - but would consult Schools Forum	none	
Early Years Block	Agree Wiltshire formula - including supplements to be applied		Proposed formula as per EY Block report with supplements for Rurality and Deprivation. Proposed Basic Hourly rate £4.16 Rurality: £0.52 per hour Deprivation £0.40 per hour	Proposes and decides	must be consulted	none	
	Level of Inclusion Support Fund and how funded	Links to High Needs Block decisions	Proposed ISF £467,300, continues to be met as follows: £357,300 from high needs block £110,000 from Early Years Block	Proposes and decides	must be consulted	none	
	% Pass Through to settings		Proposal in Early Years report for 98% pass through	Proposes and decides	must be consulted	none	
	Hourly rate for free entitlement for 2 year olds		Proposed hourly rate of £5.32	Proposes and decides	must be consulted	none	

1 **Principles to guide decisions:**

- 2 Agreed principle to move towards NFF in 2018-19 for schools block
- 3 Decisions should maximise the funding allocated to all pupils where possible
- Support local specialist provision
- Minimise movement of funding between DSG blocks