



NOTICE OF MEETING

SCHOOLS FORUM

WEDNESDAY, 11 JANUARY 2023 AT 4.30PM

VIRTUAL REMOTE MEETING

Telephone enquiries to Democratic Services 023 9283 4060

Email: democratic@portsmouthcc.gov.uk

Membership

Schools Members

Two head teacher representatives - primary phase
One head teacher representative - secondary phase
One head teacher representative - special phase
Four academy representatives - primary proprietor
Five academy representatives - secondary proprietor
One academy representative - special proprietor
One governor - primary phase
One governor - secondary phase

Non School Members

Four Councillors (one from each political groups)
One 16-19 Education Providers representative
One Early Years Providers representative

(NB This agenda should be retained for future reference with the minutes of this meeting).

Please note that the agenda, minutes and non-exempt reports are available to view online on the Portsmouth City Council website: www.portsmouth.gov.uk

AGENDA

- 1 **Apologies**
- 2 **Declarations of Interest**
- 3 **Membership Update.**
- 4 **Minutes of the previous meeting held on 7 December 2022. (Pages 5 - 8)**

The minutes will follow.

5 Matters Arising.

6 School Funding Arrangements 2022-23 (Pages 9 - 42)

Purpose.

The purpose of this report is to:

1. Seek endorsement of the final stage submission to the Education and Skills Funding Agency (ESFA) by 20 January 2023 of the 2023-24 mainstream school revenue funding pro-forma for the Primary and Secondary Phases.
2. Inform Schools Forum of the progress towards the initial determination of the schools budget (including individual schools budgets for 2023-24) and to seek the necessary approvals and endorsements required.

Recommendations

It is recommended that School Members of Schools Forum:

1. Endorse the proposed changes to the mainstream schools' revenue funding arrangements as set out in Section 5 and Appendix 2.
2. Endorse the school revenue funding pro-forma at Appendix 3 for submission to the ESFA on 20 January 2023.

It is recommended that maintained School Members of Schools Forum:

1. Endorse the use of the carry forward on the Schools Specific Contingency for the same purpose in 2023-24 as set out in Section 6.
2. Endorse the de-delegated unit values in relation to the School Improvement, monitoring and Brokerage Grant of £10.42 for each Primary pupil and £10.42 for each secondary pupil.

It is recommended that Schools Forum:

1. Endorse the budget to be held centrally for the payment of central licences negotiated nationally for all schools by the Secretary of State.
2. Endorse the use of the 2022-23 underspend on the Growth Fund for use for the same purpose in 2023-24.
3. Approve the Growth Fund:
 - Budget for 2023-24 as set out in Appendix 1 • Schools Forum
 - Admissions
 - Duties retained by the local authority for all schools.
 - Criteria for 2023-24 as set out in Appendix 4
4. Approve the budgets to be held centrally specifically as set out in Appendix 1.
5. Endorse the Early Years Funding Formula for two, three and four year olds as set out in section 8, Table 5, and Appendix 1.
6. Endorse the Place numbers for Special Schools, Inclusion Centres and Alternative Provision Settings as set out in Section 9 and Appendix 6.

7 Dates of future meetings.

- 9 February 2023.

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Agenda Item 4

SCHOOLS FORUM

MINUTES OF THE MEETING of the Schools Forum held on Wednesday, 7 December 2022 at 4.30pm at the Guildhall, Portsmouth

Present

Dave Jones	LA Maintained	Primary Phase
Jackie Collins	LA Maintained	Primary Phase
Jo Cooper	Academy	Primary Phase
Sean Preston	Academy	Primary Phase
Chris Restell	Governor	Primary Phase
Nys Hardingham	Academy	Secondary Phase
Nathan Waites	Academy	Secondary Phase
Sharon Burt	Academy	Special Schools
Chris Caddamy	16-19 representative	
Kara Jewell	Early Years Providers	
Russell Simpson	Councillor	
Suzy Horton	Councillor Observer	Cabinet Member for Children, Families & Education
Sam Galloway	Observer	Solent Academy Trust

39. Apologies

Apologies were received from Anne Chapman, Share D'All (Chris Restell deputised for her), Laura Flitton and Councillor Leo Madden.

40. Declarations of Interest

Alison Egerton, Finance Manager informed the forum that three declaration forms were outstanding.

41. Membership Update.

Ms Egerton gave the following update:

- Since the previous meeting, Jason Crouch and Chris Purnell had resigned.
- Jo Cooper and Sean Prestons' tenures had ended, but they have been reappointed for a further two years.
- There are currently five vacancies:
 - One maintained school secondary governor.
 - One academy school governor
 - Three secondary academy representatives.

- 42. Minutes of the previous meeting held on 5 October.**
RESOLVED that the minutes of the meeting held on 5 October 2022 be agreed as a correct record.

43. Matters Arising.

Ms Egerton reminded members that a Relational Practice paper was brought to the July Schools Forum meeting. The proposal that this be extended to the Early Years provision was going to be taken to the Relational Practice Steering Group, but their October meeting was postponed.

Mike Stoneman, Deputy Director of Children's Services and Education added that this had not been discussed at the follow up meeting. However, the proposal had been discussed with officers and the Early Years team. Early Years provision, with the exception of those schools that have nurseries, will not be included in the next wave because it is geared for schools, but the team is considering how the programme around restorative practice can be linked to Early Years provision.

44. Dedicated Schools Grant 2022-23 Quarter 2 Budget Monitoring

Ms Egerton introduced the report and in response to questions from members explained that:

The allocations for 2023/ 2024 funding and the associated guidance are expected to be published in the next two weeks. An update is included in the next agenda item.

DECISION The report was noted.

45. Schools Funding Arrangements 2023-24.

Angela Mann, Finance Manager introduced the report and in response to questions, clarified the following points:

- The National Funding Formula rules regarding funding criteria are applied for primary and secondary phases.
- Mainstream schools in Portsmouth do not currently have any split sites but if that changes, the split school funding criteria would apply.
- The special schools funding has been quite bespoke after years of negotiation.
- The Department for Education is considering bringing in split school funding as a mandatory factor.
- Appendix one, per pupil funding level rates the middle column is for 2023/ 2024.

DECISIONS

The Schools Forum:

1. Noted the Department for Education's proposed changes to school revenue funding arrangements for 2023-24, as set out in this report.
2. Endorsed the proposals for implementing the local funding formula arrangements as set out in this report in particular to:
 - Implement the National Funding Formula rates for both primary and secondary schools in 2023-24 as set out in Appendix 1

- Implement a minimum funding guarantee (MFG) of at least 0.0% and up to +0.5% subject to affordability, for 2023-24 as set out in paragraph 5.13
- The method of managing affordability as set out in paragraphs 5.14 to 5.18

46. Removal of the School Improvement Monitoring and Brokering Grant

Mike Stoneman, Deputy Director of Children's Services and Education introduced the report and in response to questions explained the local authority's statutory responsibilities regarding maintained schools; this includes monitoring school improvement and intervening where necessary according the schools causing concern guidance. He would not recommend relying on a traded service to deliver this because it is the council's statutory duty.

The proposal was supported by the primary LA maintained schools representatives, but the Chair informed the forum that as there were an insufficient number of maintained secondary school members at the meeting, the decision regarding the de-delegation of funding from secondary school budget shares will be brought to the next meeting.

DECISION

The Schools Forum approved the de-delegation of funding from schools' budget shares to continue to provide school improvement services to maintained primary schools from 1 April 2023.

47. Dates of Future Meetings,
11 January and 9 February.

The meeting concluded at 5:05pm.

Dave Jones
Chair

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Agenda Item 6



Title of meeting: Schools Forum

Date of meeting: 11 January 2023

Subject: School Funding Arrangements 2023-24

Report by: Sarah Daly, Director of Children, Families and Education

Wards affected: All

Key decision: Yes/No

Full Council decision: Yes/No

1 Purpose of report

1.1 The purpose of this report is to:

1.1.1 Seek endorsement of the final stage submission to the Education and Skills Funding Agency (ESFA) by 20 January 2023 of the 2023-24 mainstream school revenue funding pro-forma for the Primary and Secondary Phases.

1.1.2 Inform Schools Forum of the progress towards the initial determination of the schools budget (including individual schools budgets for 2023-24) and to seek the necessary approvals and endorsements required.

2 Recommendations

2.1 It is recommended that School Members of Schools Forum:

2.1.1 Endorse the proposed changes to the mainstream schools revenue funding arrangements as set out in Section 5 and Appendix 2.

2.1.2 Endorse the school revenue funding pro-forma at Appendix 3 for submission to the ESFA on 20 January 2023.

2.2 It is recommended that maintained School Members of Schools Forum:

2.2.1 Endorse the use of the carry forward on the Schools Specific Contingency for the same purpose in 2023-24 as set out in Section 6.



2.2.2 Endorse the de-delegated unit values in relation to the School Improvement, monitoring and Brokerage Grant of £10.42 for each Primary pupil and £10.42 for each secondary pupil.

2.3 It is recommended that Schools Forum:

2.3.1 Endorse the budget to be held centrally for the payment of central licences negotiated nationally for all schools by the Secretary of State.

2.3.2 Endorse the use of the 2022-23 underspend on the Growth Fund for use for the same purpose in 2023-24.

2.3.3 Approve the Growth Fund:

- Budget for 2023-24 as set out in Appendix 1
- Criteria for 2023-24 as set out in Appendix 4

2.3.4 Approve the budgets to be held centrally specifically as set out in Appendix 1:

- Schools Forum
- Admissions
- Duties retained by the local authority for all schools.

2.3.5 Endorse the Early Years Funding Formula for two, three and four year olds as set out in section 8, Table 5, and Appendix 1.

2.3.6 Endorse the Place numbers for Special Schools, Inclusion Centres and Alternative Provision Settings as set out in Section 9 and Appendix 6.

3 Background and previous decisions

3.1 The Dedicated Schools Grant (DSG) is a ring-fenced grant for education and can only be used for the purposes of the Schools Budget as defined in the School and Early Years Finance (England) Regulations

3.2 It is anticipated that the updated School and Early Years Finance (England) Regulations will require each local authority, by no later than 28 February 2023, to:

3.2.1 Make an initial determination of its schools budget; and

3.2.2 Give notice of that determination to the governing bodies of the schools which it maintains.

3.3 The Cabinet Member has already agreed, and Schools Forum has endorsed, the following principles in respect of the revenue funding arrangements for mainstream schools in 2023-24, which are summarised below:



- 3.3.1 To implement a minimum funding guarantee of between 0% and plus 0.50%.
- 3.3.2 To retain the Schools Block at its given value i.e. no transfer to the High Needs Block.
- 3.3.3 To calculate initial funding allocations in accordance with NFF unit values as published by the Department for Education in July 2022.

4 Dedicated Schools Grant

- 4.1 The determination of the 2023-24 Dedicated Schools Grant for the Schools Block, Central School Services Block and the Early Years Block is set out in Appendix 1.
- 4.2 On the 16 December 2022 the ESFA announced the initial Dedicated Schools Grant Allocation for Portsmouth for 2023-24. This includes the funding for both Maintained schools and Academies although Portsmouth City Council will only receive the funding for the Maintained schools as Academies receive this direct from the ESFA.
- 4.3 In July 2022 the DfE released the indicative funding for 2023-24 based on the National Funding Formula and the October 2021 census data. In the 2022 autumn statement the government announced a further £2.3bn of funding. The funding allocation has been updated for the October 2022 census and reflects the growth in pupil numbers seen both in mainstream schools and high needs settings across the city. The table below sets out the funding allocation for 2022-23 and the provisional funding allocation for 2023-24, confirming that Portsmouth's allocation of the £3.8bn additional funding equates to £9.8m

Table 1 - DSG Indicative Funding 2023-24				
	2022-23 Allocation Nov 2022	2023-24 Initial Allocation Dec 2022	Change	Change
	£'000	£'000	£'000	%
Schools Block	142,000	147,600	5,500	3.91%
Central Schools Services Block	1,000	1,100	0	3.48%
High Needs Block	32,300	35,800	3,400	10.63%
Early Years Block	13,900	14,800	900	6.13%
Total	189,200	199,300	9,800	5.22%

- 4.4 Following changes to the process of payment of national non-domestic rates (NNDR) in April 2022, the Schools Block will be reduced by the value of the 2022-23 NNDR (£1.0m) stated in the schools budgets for 2022-23.

Further information regarding the treatment for NNDR is set out in section 5.

- 4.5 The 2023-24 High Needs Block includes the additional funding announced in the 2022 autumn statement, Portsmouth's allocation of the additional £400m funding equates to £1.4m and an increase of £0.3m when compared to 2022-23 Supplementary Grant.
- 4.6 The amount expected to be received directly by Portsmouth City Council is £84m, excluding funding for academies. The funding received directly will continue to change during the year as schools convert to Academy status, since they will receive their funding directly from the ESFA rather than from the Council. Table 2 below sets out the DSG funding allocation for 2023-24.

Table 2: DSG indicative and actual funding allocation as at December 2022					
	2023-24				
DSG Funding	Provisional funding Inc. Academies and NNDR	NNDR reduction	Provisional funding Inc. Academies and exc. NNDR	Academy impact	Provisional exc. Academies
	£,000	£,000	£,000	£,000	£,000
Schools Block*	147,600	(1,000)	146,600	(105,600)	41,000
Central School Services Block	1,100	0	1,100	0	1,100
High Needs Block**	35,800	0	35,800	(8,700)	27,100
Early Years Block***	14,800	0	14,800	0	14,800
TOTAL	199,300	(1,000)	198,300	(114,300)	84,000

*The December 2022 Allocation removes NNDR funding from the DSG to be paid centrally, see section 5.

**This is a provisional allocation which will be updated later in the year for import/export.

*** This is a provisional allocation which will be updated later in the year; it reflects the January 2022 census.

5 Schools Block - Mainstream School Revenue funding formula changes 2022-23

- 5.1 In accordance with previous decisions both primary and secondary schools will be funded using the National Funding Formula for 2023-24.
- 5.2 The national funding formula values published by the DfE¹ have been increased in line with Portsmouth's Area Cost Adjustment (ACA) value of 1.01421 and rounded up to the nearest whole pound. The formula factor values are set out in Appendix 2.

¹ [DfE external document template \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)



Minimum per pupil levels

- 5.3 The application of minimum per pupil funding level (MPPL) is now mandatory and the following national values have been applied to the school budgets for 2023-24.

Phase	MPPL 2023-24
	£
Primary	4,405
Secondary	5,715
All-through	4,951
KS3 only schools	5,503
KS4 only schools	6,033

- 5.4 A total of four schools will receive additional funding through the application of the minimum funding levels at a total value of £176,652.

Minimum Funding Guarantee (MFG)

- 5.5 In July 2022 the Secretary of State confirmed that the national funding formula would provide a plus 0.5% per pupil increase in respect for each school when compared to the 2022-23 baseline (including the supplementary grant). An allocation was included in the Schools Block funding to the council for 2023-24 to accommodate this protection. The DfE has confirmed that local authorities can set a positive MFG of between 0% and 0.5%.
- 5.6 The authority has applied a positive MFG of 0.5% per pupil when compared to the 2022-23 per pupil funding.

National Non-Domestic rates

- 5.7 From 2022-23 the national non-domestic rates (NNDR) have been paid by the ESFA directly to Portsmouth City Council. This has no financial impact on school budgets, but changes both the way NNDR is included in the schools budget and the payment process.
- 5.8 The authority will be funded for NNDR, based on the 2022-23 values within the January 2023 Proforma endorsed by Schools Forum and approved by the Cabinet Member. The value of these rates will be deducted from the 2023-24 Schools Block of the DSG and kept centrally by the ESFA (see Table 2). The ESFA will then use this funding to pay the 2023-24 NNDR bills for maintained and academy schools for the 2023-24 financial year.

There are two schools that received NNDR backdated revaluations after the submission of the January 2022 Authority Proforma Tool (APT) to the DfE, these have been included in the prior year adjustments for 2023-24.



Adjustments for affordability

- 5.9 After applying the National Fair Funding values multiplied by the area cost adjustment, the minimum per pupil funding, and a positive MFG of 0.5%, the authority had a deficit on the schools formula funding.
- 5.10 The deficit is due to the built in lag in the methodology used to calculate the units of funding for primary and secondary pupils which is based on the pupil characteristics in the October 2021 census then applied to the pupil numbers in the October 2022 census. The October 2022 census has seen a greater proportion of pupils attracting funding through the Free School Meals, English as a second Language and Low prior attainment factors when compared to October 2021.
- 5.11 To ensure that the authority maximises the funding provided to schools the authority has been able to release £519,500 of the growth funding to support the mainstream formula in 2023-24.

Financial Cap on gains

- 5.12 No financial cap on gains has been imposed, which continues to allow all gaining schools to benefit fully from the move to the NFF.
- 5.13 The Final proposed funding pro-forma for 2023-24 is attached at Appendix 3.

6 De-delegated and other schools block funding

School Improvement monitoring and brokerage

- 6.1 Following a consultation with schools at the Schools Forum meeting on 7 December 2022, School Members voted to de-delegate from maintained schools for the School Improvement, Monitoring and Brokerage budget. Following the receipt of the October census the proposed de-delegation per pupil has been calculated at £10.42 for both primary and secondary pupils.

Growth funding

- 6.2 The 2023-24 Schools Block contains £1.1m of growth funding which reflects the growth in pupil numbers between October 2021 and October 2022. The funding for 2023-24 was higher than expected due to a larger proportion of the pupil growth being in the secondary sector which attracts a higher funding rate of £2,275 compared to £1,520.
- 6.3 Following the approval in January 2022 of the carry forward of any unspent balances on the Growth Fund, the 2022-23 budget monitoring has been reviewed and confirmation has been received that there were no bulge classes identified in the September 2022 cohort. This will provide a carry forward balance of £424,500 to 2023-24. When this is combined with the



funding requirements for 2023-24 and the future Growth Fund commitments, the authority has been able to release £519,500 to support the funding of individual school budgets. The table below sets out the estimated Growth Fund for the next 5 years, including the use of the carry forward.

Table 4: Estimated Growth funding requirement					
Financial Year	2023-24	2024-25	2025-26	2026-27	2027-28
	£	£	£	£	£
Total costs	804,450	762,450	456,450	204,450	156,688
DfE Funding	(587,241)	(216,092)	(56,240)	0	0
5/12 Recoupment	(282,688)	(282,688)	(312,688)	(102,688)	(72,688)
In year (surplus)/deficit	(65,479)	263,670	87,522	101,763	84,000
Brought Forward from previous year	(424,491)	(489,969)	(226,299)	(138,776)	(37,014)
Carry forward (surplus)/deficit	(489,969)	(226,299)	(138,776)	(37,014)	46,986

- 6.4 The table shows that there should be sufficient funding to cover the Growth Fund commitments for the next 5 years and capacity to manage any future growth in pupil numbers with the current criteria.
- 6.5 As previously reported as part of the national consultation on the introduction of the National NFF, the DfE are considering changes to the method of funding growth, a further consultation is expected in the future and the authority will work with Schools Forum on a response.
- 6.6 There are no proposed changes to the Growth Fund criteria for 2022-23, except for changes to reflect the change of date for 2022-23. The criteria are required to be approved by Schools Forum annually and are set out in Appendix 4.

Schools specific contingency

- 6.7 As at the end of December 2022 this budget is forecast to be underspent by £124,300. Maintained Schools Forum members are asked to approve the carry forward of this balance for the same purpose in 2023-24.

7 Central Schools Services Block

- 7.1 The Central Schools Services Block (CSSB) has seen an increase on the per pupil funding of 3.48%, including £1.92 per pupil for the passporting of the teachers' pay and pension grants for centrally employed teachers. The increase in pupil numbers for the October 2022 census provides a funding increase of £35,500.
- 7.2 The 2023-24 income received for the centrally employed Teachers pay and pension grants equates to £49,300 which matches the funding received from the individual grants in 2020-21.



7.3 The EFSA has agreed with the following agencies to continue to purchase a single national licence managed by them for all state funded schools in England:

- Christian Copyright Licensing International (CCLI)
- Copyright Licensing Agency (CLA)
- Education Recording Agency (ERA)
- Filmbank Distributions Ltd (for the PVSL)
- Mechanical Copyright Protection Society (MCPS)
- Motion Picture Licensing Company (MPLC)
- Newspaper Licensing Authority (NLA)
- Performing Rights Society (PRS)
- Phonographic Performance Limited (PPL); and
- Schools Printed Music Licence (SPML).

7.4 These licences are funded centrally and for 2023-24 the budget provision has been set at £145,600, which reflects the increase in charges and pupil numbers for 2023-24, which is expected to meet the central charges from the DfE for the financial year.

7.5 The authority is proposing an increase of £20,300 for the duties retained on behalf of all schools that were formally part of the Education Support Grant reflecting the increase in the number of pupils in the city and increased cost of delivery.

7.6 The following 2023-24 budgets are proposed:

- Schools Forum £16,000
- Admissions budget at £346,100.

7.7 The overall budgeted expenditure within the CSSB is £1,055,100, which matches the authority's funding allocation for 2023-24.

8 Early Years

8.1 The DfE have confirmed that the DSG hourly funding rate for 2023-24 will increase by £0.28 to £5.28 for three and four year olds and £0.58 to £6.38 for two year olds, which is £0.05 and £0.08 more than was in the summer consultation.

8.2 The three and four year old allocation includes funding for the Teacher's pay grant and the Teacher's employers contribution grant (Teacher's pay and pensions grant). This equates to £0.03 per hour, leaving £5.25 to be distributed through the three and four funding formula.

8.3 As set out in Table 1 the indicative funding for the local authority has increased by £855,000 based on the January 2022 census. As in previous years, the allocation will be adjusted in July 2023 for the January 2023 census.



- 8.4 The local authority can hold up to 5% of the hourly rate to pay for central services for Early Years.
- 8.5 Ahead of the funding announcement the authority consulted with Early Years providers on the proposed funding formula as set out in the Government's consultation in summer 2022 for 2023-24 between 28 November and the 9 December 2022. Overall, 44 (35%) of providers that were contacted responded to the consultation. Of those that responded on average 77% disagreed with the proposals, all stating that the funding provided was insufficient to cover the rising costs experienced in the sector. A table setting out the results of the consultation can be found in Appendix 5.
- 8.6 Whilst the authority recognises the financial pressures being faced by the sector and continues to raise this with central government, it is only possible to distribute the funding that the authority receives. Consideration has been given to some suggestions received from the consultation to reduce the funding held centrally, but this would reduce the support provided to Early Years settings. It was also clear from the consultation that the service provided is highly valued and provides essential support.
- 8.7 Following confirmation of the Early Years allocation it is proposed to retain the level of support provided to early years settings by increasing the amount per hour held centrally as set out in the consultation. This is less than 5% (4.86% for two year olds and 4.95% for three and four year olds) and pass the additional funding announced in December 2022 on to providers by increasing the hourly rate.

	2022-23		2023-24	
	3 and 4 year olds	2 year olds	3 and 4 year olds	2 year olds
	£	£	£	£
Hourly rate per pupil paid to providers	4.45	5.38	4.69	5.90
Deprivation average hourly rate	0.20	0	0.20	0
SEN Inclusion fund	0.04	0.04	0.04	0.04
Growth contingency	0.06	0.13	0.06	0.13
Total funding passed to settings	4.75	5.55	4.99	6.07
Central retained funding	0.25	0.25	0.26	0.31
Total per hour funded through the Early Years Block	5.00	5.80	5.25	6.38

- 8.8 In addition to the funding formula providers will see an increase in the funding paid via the:
- disability access fund which has increased to at least £828 per provider per eligible child per year, and the
 - Early Years pupil premium for eligible three and four year olds which has increased to £0.62 per hour, from 1 April 2023.



8.9 In 2023-24 the DfE has moved the separate grant paid to mainstream school nursery unit providers for teachers pay and pension grant into the Early Years block funding. This has provided funding of £70,400 for 2023-24. It is proposed that this is distributed to schools through the "Quality" discretionary supplement in three and four year old formula.

8.10 It is proposed to distribute the grant at £181 per pupil as per the number on roll as per N1 and N2 in the October 2022 census.

9 High Needs

9.1 In December 2022 the initial High Needs Block allocation is a £3.4m increase from 2022-23, with the final amount to be announced in July 2023 once the movement of pupils between authorities is known (called the import/export adjustment).

9.2 The allocation includes additional funding of £1.4m announced in the 2022 autumn statement as part of the £2bn additional funding for schools.

Place Funding Special School places

9.3 Overall, there is an increase of 62 additional places between the 2022-23 academic years and the 2023-24 academic year. This includes the opening of The Wymering School in April 2023. The increased places will enable more pupils with complex needs to remain in the city rather than being placed in other local authority special schools or Independent Out of City provision. The budget also includes the full year impact (£33,300) of the additional places agreed for the 2022-23 academic year. Appendix 6 sets out the Special School Places budgeted for the 2023-24 financial year.

9.4 The budget also reflects the movement of 22 places from being locally paid by the authority to being commissioned through the Education and Skills Funding Agency and recouped from the authority's High Needs Block from September 2023, and the addition of 16 places paid locally by the authority from September 2023.

Inclusion Centre places

9.5 The 2023-24 budget contains the full year impact of the increase in Inclusion Centre places from September 2022.

9.6 Additionally, there is an increase of 21 places for the 2023-24 academic year from September 2023. These include:

- An additional seven places at the Penbridge Inclusion Centre,
- A further eight places at The Portsmouth Academy
- The opening of a new 16 place inclusion centre at Arundel Court Primary school in September 2023.



- The transfer of 10 places from the closure of Portsdown Primary Inclusion Centre to the new Arundel Court Inclusion Centre² on opening.

9.7 Appendix 6 sets out the commissioned places for 2023-24, including any that are paid locally by the authority.

Alternative Provision (AP) places

9.8 The 2022-23 budget includes a further eight places relating to the expansion of the Flying Bull Alternative Provision (AP) unit from September 2023, as set out in Appendix 6.

Other High Needs funding

9.9 Following the receipt of the High Needs Block allocation for 2023-24, the authority is reviewing the other High Needs funding requirements, including the impact of the Special Schools MFG of a plus 3% increase against 2021-22 baseline, the incorporation of the supplementary funding for 2022-23 into the 2023-24 Element 3-top-up, and the additional grant provided in 2023-24 for High Needs, which will need to be agreed with the schools involved. The proposed High Needs budgets will be brought to the February 2023 Schools Forum and Cabinet Member meetings for endorsement and approval.

10 Additional grant funding

10.1 In the Autumn Spending Review 2022 the Government announced a further £2.3bn of funding for Schools and High Needs for 2023-24 financial year. This is on top of the previous settlement of an additional £1.5bn for the financial year. The funding will be paid in the following ways:

- Mainstream schools - (age 5 to 16 Provision) - Mainstream Schools Additional Grant (MSAG)
- High Needs - an increase to the High Needs Block

Mainstream Schools Additional Grant (MSAG)

10.2 Of this funding, £1.5bn has been set aside for schools, Portsmouth's proportion of this funding will equate to approximately £5m.

10.3 The additional funding is being paid as a separate Mainstream Schools Additional Grant (MSAG) in 2023-24 and is expected to be incorporated into the DSG schools Block from 2024-25 onwards.

10.4 School level allocations and the timing of payments will be published in spring 2023 and will be passported to schools in the same way as other

² Included in the 16 places when Arundel Court opens in September 2023



school grants such as the Pupil Premium. The funding will be calculated using:

- A basic per pupil rate
- A lump sum paid to all schools regardless of pupil numbers
- A per pupil rate for pupils that are recorded as having been eligible for free school meals at any point in the last 6 years (FSM6).

10.5 Pupil numbers will be based on the October 2022 census and the values will be uplifted by the authority's area cost adjustment. Appendix 7 sets out the published values for the supplementary grant along with the expected impact of the area cost adjustment.

High Needs

10.6 Nationally the additional grant contains £400m additional funding for high needs, of which Portsmouth's allocation is approximately £1.4m.

10.7 The funding is on top of the DSG High Needs Block allocation and has specific requirements. The authority is working through the impact of these conditions and the additional funding and further information will be brought to the February Schools Forum and Cabinet Member Decision meetings.

11 Reasons for recommendations

11.1 The recommendations within this report seek to allocate DSG resources appropriately and fairly, and to provide the best possible outcomes for pupils in the city. They are consistent with the requirements that are anticipated will be contained within the updated School and Early Years Finance (England) Regulations. Local Authorities are expected to submit their determination of the mainstream school funding to the Department for Education by 20 January 2023. It is expected that Local Authorities will be required to make an initial determination of their schools' budget no later than 28 February 2023.

12 Integrated impact assessment

12.1 This report and the proposals within form part of, and are consistent with, the national implementation of the schools and high needs National Funding Formula as directed by the Department of Education and set out in the School and Early Years Finance (England) Regulations 2022.

12.2 The funding system does not seek to target funding by reference to particular protected characteristics under the Equality Act 2010, but instead targets funding to those groups which the evidence demonstrates face barriers to their educational achievement.

13 Legal implications



- 13.1 Although at the time of preparing this report these are yet to be published by central government, it is anticipated that updated School and Early Years Finance (England) Regulations will require local authorities to make an initial determination of their Schools Budget by the 28 February 2023. The recommendations in this report have regard to officers' understanding of the requirements to be contained in those updated regulations, based on operational guidance published by central government, and in particular identify elements of the proposals in respect of which Schools Forum's specific approval or endorsement is required.

14 Director of Finance's comments

- 14.1 Financial comments and implications are included in the body of this report.

.....

Signed by: Sarah Daly, Director Children Families and Education

Appendices:

- Appendix 1: Dedicated Schools Grant Original budget 2023-24 (Schools Block, Centrals Schools Services Block and Early Years Block)
- Appendix 2: Portsmouth Rates to National Funding Rates Comparison Table 2022-23 to 2023-24
- Appendix 3: Local Authority Proforma 2023-24
- Appendix 4: Supplementary Budget Share Guidance Notes for the Growth Fund and Schools Specific Contingency 2023-24
- Appendix 5: Early years Funding Formula Consultation results
- Appendix 6: Supplementary Grant funding values (Mainstream Schools) 2023-24
- Appendix 7: Mainstream schools Additional Grant Values 2023-24.

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location
Schools Revenue funding 2023 to 2024: Operational guide	schools-operational-guide-2023-to-2024
School and Early Years Finance (England) Regulations 2022	https://www.legislation.gov.uk/ukxi/2022/27/contents/made
The National Funding Formula for Schools and High Needs 2023 to 2024	2023-24 NFF Policy Document
High Needs Funding 2023 to 2024: Operational Guide	high-needs-funding-2023-to-2024-operational-guide

Title of document	Location
Early years entitlements: local authority funding of providers: Operational Guide 2023 to 2024	early-years-entitlements-local-authority-funding-operational-guide-2023-to-2024
Mainstream Schools Additional Grant 2023 to 2024: methodology	mainstream-schools-additional-grant-2023-to-2024-methodology

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by on

.....
Signed by: **Sarah Daly, Director, Children Families and Education.**

Appendix 1: Dedicated Schools Grant Original; Budget 2023-24 (Schools Block, Central Schools Services Block and Early Years Block)

	Approved 2022-23 Budget - Oct 2022 (inc. Academies)	Proposed Budget Revisions	2023-24 Schools Budget Jan 2023 (Including Academies)	2023-24 Schools Budget Jan 2023 (Excluding Academies)
	£000	£000	£000	£000
Schools Block				
Individual Schools Budgets (ISB)				
Primary	72,502	3,053	75,555	24,791
Secondary	63,822	6,525	70,347	15,511
Total ISB	136,324	9,578	145,902	40,302
De-Delegated and Central Budgets				
Growth Fund	1,295	0	1,294	1,294
De-delegated Budgets	124	80	204	204
Academy Conversions	0	0	0	0
Other Schools Block Sub Total	1,419	80	1,499	1,499
Total Schools Block	137,743	9,658	147,401	41,800
Central School Services Block				
Schools Forum	16	0	16	16
Admissions	346	0	346	346
Licences (negotiated by DfE)	130	15	146	146
ESG retained duties	478	20	498	498
Central Teachers Pay /pensions grant	49	0	49	49
Central School Services Block Total	1,020	36	1,055	1,055
Early Years Block				
3 & 4 Year Old Provision ³	11,421	637	12,057	12,057
2 Year Old Provision	1,851	175	2,026	2,026
Central Expenditure on under 5's	671	44	714	714
Early Years Block Total	13,942	855	14,797	14,797
Total Expenditure	152,705	10,549	163,253	57,653
Income				
Schools Block	(137,314)	(9,538)	(146,852)	(41,252)
Central Schools Services Block	(1,020)	(36)	(1,055)	(1,055)
Early Years Block	(13,942)	(855)	(14,797)	(14,797)
DSG Income	(152,276)	(10,429)	(162,705)	(57,104)
One-off use of Carry Forward ⁴	(428)	(120)	(549)	(549)
Total Income	(152,705)	(10,549)	(163,253)	(57,653)

Due to rounding, some totals may not add up exactly.

³ Includes Early Years pupil premium

⁴ Includes funding carried forward for Growth Fund and Schools Specific Contingency.

Appendix 2 - Portsmouth National Funding Rates Comparison Table 2022-23 to 2023-24

Funding Factors	Payable for:	Unit Rate 2022-23 ⁵		Unit Rate 2023-24 ⁶	
		Primary £	Secondary £	Primary £	Secondary £
Basic Entitlement					
Number on Roll (NOR)	Primary	3,263		3,443	
NOR Key Stage 3	Key stage 3 pupils		4,601		4,853
NOR Key Stage 4	Key stage 4 pupils		5,185		5,470
Deprivation					
Free School Meals	Free School Meals (FSM)	477	477	487	487
Free School Meals Ever 6	Free School Meals Ever 6	599	878	716	1,045
IDACI F	Pupils ranked between 9,033 and 12,316	224	325	234	340
IDACI E	Pupils ranked between 5,748 and 9,032	274	432	284	452
IDACI D	Pupils ranked between 4,106 and 5,747	426	604	447	629
IDACI C	Pupils ranked between 2,464 and 4,105	467	660	487	690
IDACI B	Pupils ranked between 822 and 2,463	497	710	518	741
IDACI A	Pupils ranked between 1 and 821	650	903	680	944
Prior attainment					
Primary	Primary pupils identified as not achieving the expected level of development in the early years foundation stage profile (EYFSP)	1,147		1,172	
Secondary	Pupils not achieving the expected standard in Key Stage 2 at either reading, writing or maths		1,735		1,775
English as an additional Language	EAL eligible pupils who started school within the last 3 years	574	1,552	589	1,588
Mobility		939	1,349	959	1,380
Lump Sum⁷	Flat rate per school	137,124.74	137,124.74	129,819	129,819
Sparsity factor⁸	Flat rate based on a minimum distance and average year group threshold.			57,101	83,064

⁵ Note: the 2022-23 rates are based on the national NFF rates multiplied by the area cost adjustment of 1.01419 and rounded to the nearest pound

⁶ Note: the 2023-24 rates are based on the national NFF values multiplied by the area cost adjustment of 1:01421

⁷ The lump sum was increased above the NFF plus area cost adjustment to pass funding released from the Growth Fund and Charter disapplication request in 2022-23 to all schools.

⁸ New mandatory factor for 2023-24, due to the urban nature of the authority, schools do not meet the national criteria and funding is not allocated through this factor.

Appendix 3: Local Authority Pro-forma (APT) 2023-24

See separate document.

**Appendix 4: Budget Share Guidance Notes for The Growth Fund and Schools
Specific Contingency 2023-24**

Please see separate document

Appendix 5: Results of Early Years Formula Consultation

Responses to Early Years Funding 2023-24 Consultation December 2022

Question 1

Do you agree with the proposed 2023-24 funding formula for three and four year olds, as set out in Table 2?

Yes	No	Total	Yes	No	Total
9	35	44	20.5%	79.5%	100.0%

Question 2

Do you agree with the proposed 2023-24 funding formula for two year olds, as set out in Table 4?

Yes	No	Total	Yes	No	Total
9	31	40	22.5%	77.5%	100.0%

Question 3

Do you agree with the proposal that if the two, three and four year old hourly rates provided in the 2023-24 funding is different from the hourly rates proposed in the consultation, that the authority funding formula provides the same percentage split?

Yes	No	Total	Yes	No	Total
9	27	36	25.0%	75.0%	100.0%

Appendix 6 - Special School, Inclusion Centre, and Alternative Provision Places 2023-24

Special School Place 2023-24		
Special School	Apr 23 to Aug 23	Sept 23 to Mar 24
Mary Rose Academy	179	181
Cliffdale Primary Academy	172	182
Cliffdale Willows Centre	18	18
Redwood Park Academy	155	165
Solent Academies Trust Total	524	546
The Harbour School	95	95
The Wymering School ⁹	30	66
Total Delta Education Trust Places	125	161
Total Special School Places	649	707
Additional places agreed and paid locally		
Mary Rose Academy	2	0
Cliffdale Primary Academy	10	16
Solent Academies Trust Total	12	16
The Harbour School -pre Wymering class	8	8
Total additional places	20	24
Total Special school places	669	731

Inclusion Centre and Alternative Provision Places 2023-24		
Inclusion Centre	Apr 23 to Aug 24	Sept 23 to Mar 24
Devonshire Infant	10	10
Portsdown Primary	10	0
Southsea Infant	8	8
St Edmunds	9	9
Total Maintained Schools	37	27
Victory Primary	23	23
Northern Parade Junior	2	2
Milton Park Primary	17	17
Trafalgar	15	15
Penbridge (Penhale Infant and Newbridge Junior)	17	24
The Portsmouth Academy	9	17
New Inclusion Centre Arundel Court Primary ¹⁰	0	16
Total Academies	83	114
Total Inclusion Centre Places	120	141
Alternative Provision		
The Harbour School	105	105
Flying Bull Primary Academy	20	20
Flying Bull Primary Academy (Emergency Places)	4	12
Total Alternative Provision Places	129	137

⁹ Opening April 2023.

¹⁰ Opening September 2023

Appendix 7: Mainstream Schools Additional Grant values 2023-24

Method of distribution	Funding Rate	Funding rate including ACA
	£	£
Basic per-pupil rate for primary pupils	119.00	120.69
Basic per-pupil rate for KS3 pupils	168.00	170.39
Basic per-pupil rate for KS4 pupils	190.00	192.70
Lump sum	4,510.00	4574.09
FSM6 per pupil rate for primary pupils	104.00	105.48
FSM6 per pupil rate for secondary pupils	152.00	154.16

Area Cost Adjustment (ACA)

1.01421

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Local Authority Funding Reform Proforma

LA Name:	Portsmouth
LA Number:	851

Primary minimum per pupil funding level	Secondary (KS3 only) minimum per pupil funding level	Secondary (KS4 only) minimum per pupil funding level	Secondary minimum per pupil funding level	Disapplication number where alternative MPPF values are used
£4,405.00	£5,503.00	£6,033.00	£5,715.00	

Pupil Led Factors

Description	Reception uplift	Pupil Units				Sub Total	Total	Proportion of total pre MFG funding (%)	Notional SEN (%)	
	No	Amount per pupil	Pupil Units	0.00	Primary				Secondary	
1) Basic Entitlement Age Weighted Pupil Unit (AWPU)										
Primary (Years R-6)		£3,443.00		15,850.00	£54,571,550	£106,943,613	37.19%	6.00%		
Key Stage 3 (Years 7-9)		£4,853.00		6,211.00	£30,141,983			6.00%		
Key Stage 4 (Years 10-11)		£5,470.00		4,064.00	£22,230,080			6.00%		
	Description	Primary amount per pupil	Secondary amount per pupil	Eligible proportion of primary NOR	Eligible proportion of secondary NOR	Sub Total	Total	Proportion of total pre MFG funding (%)	Primary Notional SEN (%)	Secondary Notional SEN (%)
2) Deprivation	FSM	£487.00	£487.00	5,262.00	3,404.00	£4,220,342	£18,398,058	12.54%	20.00%	
	FSM6	£716.00	£1,045.00	5,404.00	3,758.00	£7,796,374			20.00%	
	IDACI Band F	£234.00	£340.00	1,883.15	1,159.85	£835,005			20.00%	
	IDACI Band E	£284.00	£452.00	2,331.80	1,480.09	£1,331,232			20.00%	
	IDACI Band D	£447.00	£629.00	304.01	176.13	£246,677			20.00%	
	IDACI Band C	£487.00	£690.00	1,542.29	974.66	£1,423,610			20.00%	
	IDACI Band B	£518.00	£741.00	1,338.17	901.49	£1,361,176			20.00%	
	IDACI Band A	£680.00	£944.00	921.35	590.18	£1,183,644			20.00%	
	Description	Primary amount per pupil	Secondary amount per pupil	Eligible proportion of primary NOR	Eligible proportion of secondary NOR	Sub Total	Total	Proportion of total pre MFG funding (%)	Primary Notional SEN (%)	Secondary Notional SEN (%)
4) English as an Additional Language (EAL)	EAL 3 Primary	£589.00		2,075.14		£1,222,259	£1,932,816	1.16%	0.00%	
	EAL 3 Secondary		£1,588.00		304.27	£483,175			0.00%	
5) Mobility	Pupils starting school outside of normal entry dates	£959.00	£1,380.00	157.50	55.32	£227,383		0.15%		
	Description	Weighting	Amount per pupil (primary or secondary respectively)	Percentage of eligible pupils	Eligible proportion of primary and secondary NOR respectively	Sub Total	Total	Proportion of total pre MFG funding (%)	Primary Notional SEN (%)	Secondary Notional SEN (%)
6) Low prior attainment	Primary low prior attainment		£1,172.00	30.91%	4,898.58	£5,741,138	£10,690,518	7.29%	100.00%	
	Secondary low prior attainment (year 7)	54.47%	£1,775.00	27.98%	2,788.38	£4,949,379			100.00%	
	Secondary low prior attainment (year 8)	64.53%		27.19%						
	Secondary low prior attainment (year 9)	64.53%		26.95%						
	Secondary low prior attainment (year 10)	64.53%		26.21%						
	Secondary low prior attainment (year 11)	63.59%		27.35%						

Other Factors

Factor	Lump Sum per Primary School (£)	Lump Sum per Secondary School (£)	Lump Sum per Middle School (£)	Lump Sum per All-through School (£)	Total (£)	Proportion of total pre MFG funding (%)	Notional SEN (%)
7) Lump Sum	£129,819.00	£129,819.00			£7,399,683	5.04%	
8) Sparsity factor	£57,101.00	£83,064.00			£0	0.00%	

Rows 45 to 48 are populated with the NFF methodology, please leave this as is if you wish to follow the NFF. As per the Operational Guidance, the distance thresholds can be increased or the year group size thresholds decreased and the distance threshold taper is optional. An alternative method of allocation to the NFF's average year group size taper can be chosen: the continuous taper (Tapered) or fixed sum (Fixed). Examples of each are provided in the Operational Guidance.

Distance threshold (miles)	Threshold	Pupil number average year group threshold	Apply distance taper	Yes	NFF, tapered or fixed sparsity lump sum?	Notional SEN (%)
Primary distance threshold	2.00	21.40	Apply primary distance taper	Yes	NFF, tapered or fixed sparsity primary lump sum?	NFF
Secondary distance threshold	3.00	120.00	Apply secondary distance taper	Yes	NFF, tapered or fixed sparsity secondary lump sum?	NFF
Middle schools distance threshold	2.00	69.20	Apply middle school distance taper	Yes	NFF, tapered or fixed sparsity middle school lump sum?	NFF
All-through schools distance threshold	2.00	62.50	Apply all-through distance taper	Yes	NFF, tapered or fixed sparsity all-through lump sum?	NFF

9) Fringe Payments				£0	0.00%	
10) Split Sites				£0	0.00%	
11) Rates				£1,022,307	0.70%	
12) PFI funding				£174,901	0.12%	

Circumstance	Total (£)	Proportion of total pre MFG funding (%)	Notional SEN (%)
Additional lump sum for schools amalgamated during FY22-23	£0	0.00%	0.00%
Additional sparsity lump sum for small schools	£0	0.00%	
Exceptional Circumstance3	£0	0.00%	
Exceptional Circumstance4	£0	0.00%	
Exceptional Circumstance5	£0	0.00%	
Exceptional Circumstance6	£0	0.00%	
Exceptional Circumstance7	£0	0.00%	

Total Funding for Schools Block Formula (excluding minimum per pupil funding level and MFG Funding Total)	£146,561,897	99.88%	
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14) Additional funding to meet minimum per pupil funding level	£176,652	0.12%	
Total Funding for Schools Block Formula (excluding MFG Funding Total)	£146,738,549	100.00%	

15) Minimum Funding Guarantee	0.50%	£224,278	
Where a value less than 0% or greater than 0.5% has been entered please provide the disapplication reference number authorising the value			

Apply capping and scaling factors? (gains may be capped above a specific ceiling and/or scaled)		No		
Capping Factor (%)		Scaling Factor (%)		
Total deduction if capping and scaling factors are applied		£0		
		Total (£)	Proportion of Total funding(%)	Notional SEN (%)
MFG Net Total Funding (MFG + deduction from capping and scaling)		£224,278	0.15%	
Total Funding for Schools Block Formula		£146,962,827		£20,786,746
High Needs threshold (only fill in if, exceptionally, a high needs threshold different from £6,000 has been approved)				
Additional funding from the high needs budget				
Growth fund (if applicable)		£587,282.00		
Falling rolls fund (if applicable)		£0.00		
Other Adjustment to 22-23 Budget Shares		£0		
Total Funding For Schools Block Formula (including growth and falling rolls funding)		£147,550,109		
% Distributed through Basic Entitlement		72.88%		
% Pupil Led Funding		94.02%		
Primary: Secondary Ratio		1 :	1.35	
23-24 NFF NNDR allocation		£980,587		
Total Funding For Schools Block Formula (including growth and falling rolls funding) after deduction of 23-24 NFF NNDR allocation		£146,569,522		

Schools Funding Formula

**Budget Share Guidance Notes
For
The Growth Fund
and Schools Specific Contingency**

For

**Primary and Secondary
Schools**

2023-24



**Portsmouth
CITY COUNCIL**

Primary and Secondary Schools

Supplementary Budget Share Guidance Notes For The Growth Fund and Schools Specific Contingency

Contents

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1 Centrally held funds to support Primary and Secondary Schools in 2023-24

1.1 Exceptional Growth Fund

Applies to: Maintained schools and Academies

Increasing Published Admission Number

Funding additional to the budget share will be allocated to schools that experience a planned increase in the Published Admission Number (PAN). The criteria (see below) to determine whether a school is eligible for funding for growth was agreed at schools forum in January 2023 for implementation from April 2023.

Criteria

Growth funding will be allocated to schools who meet the following criteria:

- *Funding will only be allocated when the growth (either permanently or as a bulge class) meets the basic need requirement of the local authority and the school is increasing both its Published Admission Number (PAN) and its planned intake of pupils in the current financial year (1 April to 31 March).*
- *And - The Deputy Director of Education formally approves to increase the capacity of a school.*
- *¹And - The planned growth in pupil numbers is a multiple of a complete half form entry, where a half form entry is equal to 15 pupils.*

1. It is acknowledged that some form entries may be below the full form number of 30 pupils e.g. 28 pupils. In these instances numbers will be rounded to the nearest eligible entry level.

What the growth fund covers

The additional pupils joining a school in September will be included in the October census. The census data is used to calculate the funding for the following financial year; which maintained schools receive from April. Therefore the growth fund finances the "gap" for maintained schools from September to March.

Academies are funded through the same local formula as maintained schools but receive their funding on an academic year basis, rather than the financial year basis of maintained schools.

Therefore academies will not receive their formula funding based on the October census until the following September. The growth fund for academies finances the "gap" from September up to the following August. The additional 5 months funding for academies is paid by the Local Authority and reimbursed by the Education and Skills Funding Agency.

Methodology

The allocation from the growth fund to schools who meet the above criteria will be as follows:

The annual payment for approved growth for a full form entry of 30 pupils will be equal to a lump sum of £60,900 for Primary Schools and Academies and £144,000 for Secondary Schools and Academies.

Where a growth payment has been approved for a maintained or academy school the amount paid will be as follows:

Period September to March - maintained schools and academies

Payments for the period September to March will equate to 7/12ths of the annual amount as follows:

- £35,525 - Primary schools and academies
- £84,000 - Secondary schools and academies

Period April to August - academies only

Payments to academies for the period April to August will equate to 5/12ths of the annual amount as follows:

- £25,375 - Primary academies
- £60,000 - Secondary academies

Funding will be pro-rated for part form or multiples of full form entry, for example:

- The total sum above will be multiplied by 0.5 for a part form entry of 15 pupils
- For an increase of one and a half form entry (45 pupils) the total sum will be multiplied by 1.5
- Entry numbers falling under the half form or full form levels will be rounded to the nearest eligible entry level. Where form entries are less than 50% of the half form entry numbers these entries will not be eligible for growth funding.

A payment will be made for each year that the school is growing until the earliest of the following:

- The school reaches full capacity attributable to the increase in PAN approved by the Deputy Director of Education
- The Growth Fund criteria changes due to affordability
- There is a change in the funding formula as directed from the Education and Skills Funding Agency.

No allocation will be made to a school or academy where the school or academy:

- *Has surplus places and then takes additional children up to the PAN*
- *Admits over PAN at their own choice*
- *Admits extra pupils where those pupils have a reasonable alternative school place*
- *Increases the PAN of one year by reducing the PAN of another (e.g. increasing the PAN in year 7 by reducing the PAN in year 10)*
- *Is directed and/or requested to admit additional pupils as a result of errors, appeals, fair access protocol, SEN, LAC etc. as these numbers will be low on an individual school basis.*

Funding will not be allocated from this fund to a school which has received additional funding in the year, through its budget share as a result of an agreed variation in its pupil numbers.

***Example**

The maintained/academy primary school has been requested by the Local Authority to increase the PAN from a one and a half form entry (45 pupils) to a two-form entry (60 pupils) from September 2023; this was approved by the Deputy Director of Education in October 2022.

Whilst the increase was agreed in 2022-23, the payment will be made in financial year 2023-24 as this is the year that the changes will come into effect.

The Increase in PAN is for half a form entry of 15 pupils therefore the payment will be pro-rated by 0.5.

For example the calculation would be: 7/12ths of £60,900 lump sum ($£60,900/12*7$) = £35,525

$£35,525 \times 0.5 = \mathbf{£17,763}$ payment to the school.

For an academy school they will receive an additional payment to cover the period April 2024 to August 2024, which would be calculated.

5/12ths of £60,900 lump sum ($£60,900/12*5$) = £25,375

$£25,375 \times 0.5 = \mathbf{£12,687}$ payment to the school.

*Example calculated using primary school rate

Payment method

Where a maintained or academy school meets the criteria and the growth is known at the point of setting the budget for the financial year, payment will be made within 30 days of the beginning of the financial year which runs 1 April to 31 March

Where growth is identified during the financial year funding will be paid within 30 days of the receipt of the following notification:

- Maintained and Academy schools - PAN increases
Written approval to change the Published Admissions Number (PAN), by the Deputy Director of Education
- Maintained and Academy - Bulge classes:
The receipt by the Children's Finance team of the written confirmation from Deputy Director of Education that the Bulge class has materialised.

Applies to: Maintained schools and Academies

1.2 Increasing Age Range

Where a school is amending its age range, funding may be allocated from the 'Growth Fund' up to a maximum of £280,000, with the specific approval of schools forum, where the following criteria are met:

- The increased school places are required in order to meet basic need within the area and have been agreed with the Local Authority.
- The increased places relate to pre-16 pupils.
- The new school places are not within the schools current phase.
- A business case has been submitted by the school which sets out the expected set-up costs to be incurred.
- Any funding allocated would be to support the following areas of expenditure:
 - additional leadership team capacity
 - additional secretarial support
 - publicity, promotion and advertising of the new school
 - consultancy
 - curriculum costs
 - recruitment costs
 - other revenue costs related to set-up of the new school

If the above criteria are met, the funding would be allocated from the 'growth fund' in full to the school in a single funding period. The funding allocation would be calculated as £445 multiplied by the total number of additional places anticipated to be created in the school as a result of the change in the schools age range up to the maximum permitted.

Where a school is eligible for an allocation from the growth fund based on both the 'Increasing Published Admission Number' and the 'increased age range' criteria, then the school will only be eligible for an allocation from one of these mechanisms within the financial year.

2 School Specific Contingency

Applies to: Maintained Primary and Secondary Schools only

Purpose of the fund

The School and Early Years Finance (England) Regulations, permit the creation of a 'schools specific contingency' via the de-delegation of funding through the schools revenue funding formula. The contingency fund supports only Primary and Secondary maintained schools.

The purpose of the fund is to support maintained Primary and Secondary schools that have incurred expenditure, which it would be unreasonable to expect them to meet from the schools' budget share. This may include:

- schools in financial difficulty
- new, amalgamating or closing schools
- the writing-off of deficits of schools which are discontinued, excluding any associated costs or overheads
- other expenditure where the circumstances were unforeseen when initially determining the schools budget share.

Section 4 of the Scheme for Financing Schools continues to apply in respect of schools that are or are likely to be facing a deficit balance.

Criteria for accessing the fund

The fund is only available to maintained Primary and Secondary Schools in Portsmouth

Where as a result of exceptional expenditure or loss of income a school is experiencing financial difficulty, or has incurred other expenditure which it would be unreasonable to expect the school to meet from its budget share, then financial support will be considered for eligible schools where the following criteria are met:

- The costs or loss of income **must** have had a disproportionate effect on the schools budget.
- The costs or loss of income:
 - arose as a consequence of decisions by bodies outside of the control of the school or its governing body;
 - are exceptional in nature;
 - could not have been foreseen by the school or governing body.
 - The governing body has taken steps to mitigate the impact, where possible.
 - Additional costs for new, amalgamating or closing schools.

Criteria for new maintained schools:

Funding of costs in respect of the initial set-up of new maintained schools will be considered where a business case has been submitted by the school which sets out the expected costs to be incurred; and the following conditions are met:

- The increased school places are required in order to meet basic need within the area and have been agreed with the Local Authority.
- The increased places relate to pre-16 pupils.
- Any funding allocated would be to support the following areas of expenditure:
 - Initial leadership team capacity
 - Initial secretarial support
 - publicity, promotion and advertising of the new school
 - consultancy
 - curriculum costs
 - recruitment costs
 - other revenue costs related to set-up of the new school

One-off funding will be allocated based on the business case submitted, up to a maximum funding allocation of £445 multiplied by the total number of additional places anticipated to be created in the school.

Criteria for amalgamating schools:

Where two or more schools amalgamate, an amount equivalent to the closing balances of the previously maintained schools will be allocated to the new school.

Criteria for closing schools:

In the case of closing maintained schools, which are not amalgamating or converting to academy status under the Academies Act 2010, the contingency may fund additional costs where the school has insufficient balances and the costs are eligible to be funded from the Dedicated Schools Grant.

Where a maintained school is discontinued, any remaining deficits balances may be charged against the contingency. Where it is necessary to use the contingency for this purpose it will be reported to the Schools Forum at the next scheduled meeting.

Decision Making Process

Where a school believes that their circumstances warrant support from the 'schools contingency fund', then the governing body should submit a request to the Finance Manager for Children, Families and Education.

The submission will be reviewed by the Deputy Director of Education and the Finance Manager for Children, Families and Education. The level of the schools revenue and capital balances will also be considered as part of the review of any submission.

Any application which the Deputy Director of Education and the Finance Manager for Children Families and Education assess as meeting the above criteria, will be presented to the Schools Forum at the October and February meetings to make the final decision as to whether to provide financial support from the fund.