

Schools' Forum

Minutes of the meeting held on 12th December 2012 at the Civic Offices

Attendance

Members:

Suzy Horton
Bruce Marr
Mark Mitchell (Chair)
Jayne Pratt
Steve Sheehan
Justeen White
David Wilson

Representative:

Gov – Primary
Gov - Secondary
Gov – Special
Gov – Nursery
Gov - Primary
Gov – Secondary
Gov – Primary

Alison Beane
Lynn Evans
Mike Smith
Karen Stocks
Sue Wilson

HT – Special
HT – Secondary
HT - Secondary
HT – Nursery
HT - Primary

Observers:

Cllr Rob Wood

Cabinet Member

Officers:

John Bean
Eric Bell
Mike Stoneman
Di Mitchell
Maria Smith
Richard Webb
Chris Ward
Julian Wooster

Head of Maintenance
Commissioning Manager
Commissioning Manager
Head of Education
Senior Accountant
Finance Manager
Head of Finance & S.151 Officer
Strategic Director

Item		Action
1.	<u>Apologies:</u> Tom Blair, Cllr Ken Ferrett, David Jeapes, Sarah Sadler, Cllr Lynne Stagg, Cllr Neill Young.	
2.	<u>Declaration of interests:</u>	
	It was confirmed that there were no conflicts of interest to items on the agenda.	All
	Members were reminded to return their outstanding declarations. Richard Webb will be chasing any outstanding declarations.	RW
3.	<u>Minutes and Matters Arising from last meeting on 24th October 2012</u>	
	David Wilson sent his apologies for the meeting which was not noted in the minutes.	

Actions from 3rd October 2012 meeting:

Funding for Exceptional Pupil Numbers. Criteria to define 'significant and sustained increases' need to be determined with regard to additional funding being made available to schools. This is addressed later on the agenda.

Schools Forum Constitution. Richard Webb confirmed that a sentence has been inserted into the constitution to state that membership will be reviewed regularly to reflect the number of academies in the city.

AMS Matters. John Bean contacted schools to find

- 2/3 head teachers to assist with the Repairs and Maintenance SLA
- 2/3 bursars to assist with the Managing School Premises guide
- 2 further head teachers to assist with the catering SLA

Richard Webb updated Schools Forum on the cost of out of city placements. At the time of the last meeting there was a forecast overspend. However the cost of packages is changing and the average cost as at October was c.£57k and the over spend has now reduced.

Action: Richard Webb to circulate details.

RW

Any Other Business. An initiative has been put together by the community, police and lifeguards where they are trying to make children aware of the dangers of tombstoning and develop water safety advice and materials. Julian Wooster was requested to contact primary schools to ask if any are willing to assist with the production of new material appropriate for use in schools.

Action: Julian Wooster to check if this has been done.

JW

School Funding Reform. Richard Webb and Eric Bell to arrange attendance at a future governors meeting to update on the funding reforms. A presentation was made to Governors Forum on 4th December.

School Funding Reform. Richard Webb to bring back further modelling of permanent exclusions to the December meeting. This is addressed later on the agenda.

4. Budget Overview (PCC)

Chris Ward presented a paper detailing the latest headlines re the budget for 2013/14 and the future outlook.

Current year savings of £7.8m have been made almost entirely through efficiencies. Scope for future efficiencies is limited and service cuts are inevitable.

Current financial forecasts require £27m of savings (£56m cumulatively) over the next 3 years.

Budget proposals for 2013/14 and future years are:

- 2013/14 £15m (£17m in full year)
- 2014/15 £5m (subject to revision in Feb 2013)
- 2015/16 £5m (subject to revision in Feb 2013)

Future year's savings requirements are likely to increase as a result of further spending cuts from Government.

Schools Forum noted the report.

5. AMS Update

John Bean gave a verbal report updating Schools Forum on current AMS issues. The Asset Management Service has now been incorporated into Housing and has become Housing and Property Services. The Head of Service is Owen Buckwell. It is anticipated that the merger will generate savings.

Schools Forum noted the report.

School Funding Reform

Richard Webb presented a report in order to ensure that (a) schools forum is consulted on the changes to the schools funding formula, (b) provide a further update on the progress being made towards implementing the requirements of the school funding reform, and (c) seek the appropriate approvals required.

Overview of the High Needs Block

The new funding mechanism refers to pupils and students requiring high levels of specialist provision as high needs pupils and students. There is no specific definition of 'high needs', however for the purposes of funding, pupils and students with high needs, are those who need educational provision that costs more in total, (including the basic provision given to all pupils and students) than £10,000 per year.

The funding within the high needs block will be used to support a range of items including:

- delegated budgets of special schools;
- centrally funded provision for individual pupils;
- SEN support services
- independent special school fees
- commissioned pupil referral services
- education out of school
- central budgets
- post 16 SEN funding

Schools Forum noted:

- a) the elements of funding within the high needs block in paragraph 5.**

Delegation of funding for SEN in Mainstream schools

Additional funding will be allocated to mainstream schools and Academies in relation to support for pupils with statements that was previously held centrally by the Council. This additional funding will form part of the Notional SEN budget, from which mainstream schools and Academies will be required to provide a 'local offer' of teaching and learning for all pupils including those with high need. Mainstream schools and Academies will be required to contribute the first £6,000 of the additional support costs.

The Council proposes to use the additional flexibilities available in order to target additional funding, in exceptional circumstances, to schools and Academies. This additional funding will be targeted to where the funding, allocated through the funding formula, does not adequately reflect the number of pupils with statements within the school.

Based on the financial modelling and the feedback from the funding working group, it is proposed that funding of £731,000 will be allocated in 2013/14 as follows:

- 51% of the available funding will be allocated on a per pupil basis through the 'Basic Per Pupil Entitlement' factor within the funding formula, to ensure all schools receive additional support towards the Notional SEN budget.
- 49% of the available funding will be targeted, in exceptional circumstances, to the schools and academies with a higher proportion of 'low incidence high cost statements'. The criteria for this allocation is based on the percentage of pupils with these statements compared to the Number on Roll (NOR):

% of pupils with low incidence high cost statements compared to NOR	Primary Schools indicative additional funding per pupil with a low incidence high cost statement £	Secondary Schools indicative additional funding per pupil with a low incidence high cost statement £
Over 1.4%	700	800
Over 1.75%		1,200
Over 2%	1,700	1,550
Over 2.25%		1,800
Over 2.5%	1,950	2,050
Over 3%	2,200	
Over 3.5%	2,600	

Concern was raised that no additional funding would follow children who were admitted to school mid year. Under the new arrangements funding will be delegated to schools and they will now be responsible for managing their SEN budgets in order to meet the needs of pupils in their schools, including those who transfer mid year. It was highlighted that if a child was entitled to 'top-up' funding (i.e. they had a cost of over £10,000) this would follow mid-year admissions.

An issue was also raised over whether academies would take SEN pupils. It was confirmed that academies should take SEN pupils and that if there is a dispute then ultimately the Secretary of State makes the decision.

Schools Members agreed:

- b. to the proposal for allocating additional funding for SEN in mainstream schools from the High Needs Block as detailed in paragraph 9. (9 Members agreed, 1 abstention).**

Specialist SEN settings

The indicative top-up rates for the special schools and resourced units for 2013-14 are as follows:

Special Schools

	Redwood	Cliffdale	Willows	Mary Rose	Harbour
Band A	18,269	18,822	22,004	19,886	20,134
Band B	9,764	10,317	13,499	11,381	11,629
Band C	8,091	8,644	11,826	9,708	9,956
Band D	6,712	7,266	10,448	8,330	8,577
Band E	4,991	5,545	8,726	6,609	6,856
Band F	2,621	3,174	6,356	4,238	4,486
Band G	1,793	2,347	5,529	3,411	3,659
Band H	294	847	4,029	1,911	2,159

Resourced Units

Unit Type	2012/13 Place Value	2012/13 Average AWPU	Total Funding 2012/13	Indicative 2013/14 'Top-up' funding
Nurture and Assessment	5,829	3,105	8,934	0
Hearing Impairment (Infant)	7,246	2,855	10,101	101
Hearing Impairment (Junior)	7,246	2,747	9,993	0
Language Impairment (Infant)	9,876	2,855	12,731	2,731

Language Impairment (Primary)	9,141	2,793	11,934	1,934
Autistic Spectrum Condition (Primary)	15,683	2,793	18,476	8,476
SEBD *AP provision £8k place value	11,845	2,793	14,638	6,638

Comments were made regarding the fact that the special school profile is shifting upwards. For example the number of Band A pupils at Mary Rose has increased significantly year on year. Eric Bell stated that the DFE would possibly be introducing a national banding formula in 2015/16. If this did not happen we would adopt the South East 7 banding formula. As there was no new money it was felt that for short term stability it made sense to retain equivalence of funding.

Schools Members:

- c. **Endorsed the indicative top-up rates for 2013-14 for Special Schools and Resourced Units as detailed at paragraph 18. (All 10 members agreed).**

Behaviour Support Funding

At the schools forum meeting on 24th October, Members unanimously agreed to the de-delegation of the Behaviour Support Funding from mainstream schools for 2013-14. The elements of the behaviour support provision are detailed below.

	Multi Agency Behaviour Support Service	Targeted Mentoring Support Service	Fair Access Protocol	Total
Early Years	£32,000	£0	£0	£32,000
Primary	£393,000	£0	£4,000	£397,000
Secondary	£162,000	£168,000	£55,000	£385,000
Special	£24,000	£30,000	£0	£54,000
Total	£611,000	£198,000	£59,000	£868,000

Having modelled various options and following discussions with the working group it is proposed that the values above for Primary and Secondary schools are allocated via the Basic Per Pupil Entitlement and FSM on a 50/50 split.

The delegation to special schools will be on a per pupil basis via the top-up element of their funding and the Harbour School will offer a service to these schools through an SLA, to allow them to purchase the behaviour support services. The early year's element will be managed centrally.

During 2013-14 schools will be required to indicate a preference as to the model of provision of these behaviour support services for 2014-15.

Schools Members agreed

d) to the proposal for allocating the behaviour support funding as detailed in paragraphs 20 and 21. (All 10 Members agreed).

Alternative Provision

The indicative top-up rate for 2013-14 for the alternative provision settings is expected to be £4,500. In addition schools will be expected to fund the additional transport costs from within the £6,000 Notional SEN budget.

Eric Bell confirmed that the costs of school transport would be met by schools.

It was confirmed that details would be brought to the next meeting of the number of places to be purchased.

Schools Members endorsed

e) the indicative top-up rate for 2013-14 for the Alternative Provision places as detailed in paragraph 24. (All 10 Members agreed).

Funding in cases of permanent exclusions

A local arrangement was proposed at the schools forum meeting on the 24th October 2012. Although the proposal was not accepted in full, the following principles were agreed in relation to funding in cases of permanent exclusion:

- There should be no perverse financial incentive to permanently exclude.
- That where the exclusion takes place prior to the October census in an academic year, the schools would repay the AWPU.
- That where the exclusion takes place after the October census in an academic year, that the school would repay the AWPU for that year and the following year.
- That the school would also repay a top-up in the first year, but that a decision on the amount to be repaid is delayed until further financial modelling is presented to Members at the next meeting.

The financial modelling provided within the report showed the impact of paying a top-up of £6,000, £4,500, £3,000 and £1,000.

Discussions took place over what was felt to be enough of a financial penalty when permanently excluding.

Mike Smith proposed that as there were such a small number of permanent exclusions in Primary schools that an option of £4,000 should be proposed.

Julian Wooster stated that the lower the penalty, the more funding that would need to be withheld from schools collective budgets.

Lynn Evans asked if a child was permanently excluded and move straight into another mainstream school whether the funding would go straight to the new school. This was confirmed.

Schools Members rejected

f. the proposal for funding of permanent exclusions as set out in paragraph 31. (i.e. a £6,000 top-up in addition to a pro rata element of the AWPU). (8 members voted against, 2 abstentions).

The following alternative proposal was put forward by Mike Smith:

- **Mainstream schools or academies will be required to pay £4,000 top up funding in addition to a pro-rata element of the AWPU for the current financial year.**
- **Where the exclusion occurs after the October Census, mainstream schools and academies will be required to pay the above, plus the full AWPU for the following financial year (except in years 2,6 and 11 where the pupil would be leaving the school).**

School Members agreed the above proposal for one year only and required that it be reviewed for 2014/15. (8 Members agreed, 2 Members disagreed)

Growth Fund

Funding for significant pupil growth for primary and secondary schools can now be retained centrally before the school funding formula is calculated.

Due to an inconsistency in the paper it was confirmed that a growth fund of £200,000 was being requested.

Schools Members agreed:

- g. to the principle that: *'growth funding will be allocated to schools where there is a significant and sustained growth in pupil numbers'* (All 10 Members agreed).**
- h. that for funding to be allocated to schools from the growth fund; the growth in the number of pupils must meet both of the following criteria:**
 - i. Significant' – Where the increase in the number on roll exceeds 10 pupils per year and this equates to 5% or more of the total number of pupils on roll.**

- ii. **'Sustained' – The 'significant' criteria has been met for both the current and previous academic year (All 10 Members agreed).**
- i. **that the 'one-off' allocation from the growth fund to schools who meet the above criteria, will be equal to 7/12ths of the 'Basic Per Pupil Entitlement' of the current academic year's increase in the Number of Roll. For secondary schools, the Basic Per Pupil Entitlement rate for Key Stage 3 will be used in the calculation (All 10 Members agreed).**
- j. **To endorse the indicative level of the growth fund for 2013-14 be set at £200,000 and be funded from a re-allocation of the contingency budget (All 10 Members agreed).**

7. Academy Transfers

Mark Mitchell and Jayne Pratt declared an interest in this item.

Mike Stoneman presented a report providing the Schools Forum with an overview of the academy conversion process, the responsibilities and obligations that apply to the Local Authority, including an indication of the resources needed to meet these requirements, and to inform of the proposal to secure a contribution from schools towards the Council costs associated with the academy transfer process.

It is recommended that the Council seek a contribution of £5,000 from a converter academy and full cost recovery from a sponsored academy, towards the costs associated with the academy transfer process.

It was estimated that the average cost of conversion for a sponsored academy was approximately £8,000.

It was recognised that the circumstances of individual schools can result in a significantly different cost to Local Authorities in the conversion process. For example where GM/Foundation schools convert they already own the land. Whereas if a school with a shared site converts it can be a costly challenge to resolve.

It was questioned whether or not sponsors will pay the Local Authority costs. In the one example that PCC has, the sponsor was happy to contribute.

Schools Forum approved the recommendation, that the Council seek a contribution of £5,000 from a converter academy and full cost recovery from a sponsored academy, towards the costs associated with the academy transfer process. (6 Members agreed, 2 abstentions).

8. Any Other Business

None.

Dates of Future meetings

(all Wednesdays, 4.30pm – 6.30pm, to be held in the Civic Offices)

13th February 2013 – Budget setting

24th April 2013

17th July 2013

***Schools Forum members - please contact Richard Webb
(023 9284 1203) if you would like to add any items to future agendas.***