

## SCHOOLS MANAGEMENT FORUM

**Notes of meeting held on Wednesday 15<sup>th</sup> January 2020, 8:15am at Acklam Grange Community Learning Centre**

### Attending:

Andrea Crawshaw	Chair / Acklam Grange School
Judi Libbey	Head of Resources and SEN – Middlesbrough Council
Dianne Nielsen	Senior Accounting Officer – MBC
William Guthrie	PVI
Afzal Kushi	PVI
Rob Brown	Director of Education, Prevention and Partnerships – MBC
Beverley Hewitt-Best	Newham Bridge Primary School
Mary Brindle	Macmillan Academy
Helen Malbon	Viewley Hill Primary School
Julia Rodwell	Park End Primary School
Leanne Chilton	RTMAT
Amy Young	Captain Cook Primary School
Joanne Smith	Breckon Hill Primary School
Barrie Cooper	Councillor/Executive member for Children’s Services
Jackie Walsh	Green Lane Primary School
Jo Smith	Beverley School
Gary Maddison	Strategic School Planning Manager - MBC
Sarah Davidson	Head of Achievement and Inclusion - MBC
Sarah Lymer	Linthorpe Community Primary School

<b>1.</b>	<p><b><u>Apologies for Absence / Any Items for AOB</u></b></p> <p>Chris Wain – Pallister Park Primary          Emma Watson – The Avenue Primary          Adam Cooper – Abingdon Primary          Craig Povey – Finance Business Partner - MBC</p>
<b>2.</b>	<p><b><u>Minutes of Previous Meeting / Matters Arising</u></b></p> <p>AC provided clarification around the concern that Councillors had written to to Head Teachers requesting exceptions on appeals that had already been heard and completed. AC understands that the process is complex however once an appeal has been heard – it is binding on the parent, governors and the school for a year. It was welcomed that Councillors had received training and further information on the Admissions Proccess and</p>

	<p>TVCA Update – Three bids were submitted in partnerships between the Local Authority and schools. All three bids were unsuccessful and schools have been asked to reconsider bids. AC raised concern about access to funding on behalf of SMF, noting that the application process is unclear.</p> <p>Clarification of page 12 of the last meeting minutes. This was in relation to school nurseries and the short fall suffered by PVI settings due to children leaving PVI settings 2/3 months earlier than expected.</p>
<p><b>3.</b></p>	<p><b><u>Decision / Action Log</u></b></p> <p>A de-delegation and Trade Union update will be presented at the next meeting.</p>
<p><b>4.</b></p>	<p><b><u>Growth Fund</u></b></p> <p>An amendment to the criteria was presented to the forum. It was explained that the current criteria would not allow a school who agreed to increase their PAN for a second year would not be awarded any funding from the Growth Fund. It was proposed that the criteria be changed to the actual pupils on roll at the start of the Autumn term over and above the PAN.</p> <p>Actual numbers will be considered and funded on this basis.</p> <p>SMF agree change.</p> <p>Gary Maddison presented to the forum the 2019-2020 school year place take up and prediction for 2020-21. It was implicated that 92 places were needed, that actual the census displayed 68 actual places. The take up was not 92 and children who did not take up places were distributed outside of the Local Authority.</p> <p>The Local Authority will not fund children through the Growth Fund who have been allocated a place on the basis of an appeal. An increased intake will be agreed prior to the October census. Based on the census a further 68 places will be funded from April 2020 to August 2021 and 70 places funded from September 2020 to March 2021 this is based on 30 places for Outwood Ormesby and a 2% planning assumption. There are around 200 children applying to schools outside of the Middlesbrough Local Authority and around 130 external candidates applying into Middlesbrough.</p> <p>Of the children that were not granted places, all of the applications were either late, outside of catchment area or only one choice was made on the application form.</p> <p>The new school, Outwood Riverside, has had around 90 preferences (over all 3 preference options) and will open in temporary accommodation in September 2020. There will be a planning surplus of 2%. Parents were offered places at Outwood Ormesby last year, however elected for children to attend schools in Redcar and Cleveland or Stokesley. Parental choice cannot be predicted or altered. Surplus places are unavoidable.</p>

SL queried if Primary Schools will be made aware of allocations in advance of places being made public. Head Teachers would like to know where children will be going and if they have places as families can become distressed around uncertainty which causes disruption at primary school before children leave.

Councilor Cooper raised that parents have discussed that their children do not progress into the Primary School of the nursery they have attended. It was clarified that parents are told this in advance both written and verbally. AC stated that the Admissions Process led parents to believe that there was choice in pupil school places, but that when there is a deficit of places, then parental choice did not occur, causing disappointment.

**5. 2020-2021 DSG Central Schools Services**

The DSG CSSB for 2020-21 is £1,052,494. This is a reduction of £83.8k on 19-20. Central Services Block is calculated in historical block and per pupil. The DfE have reduced the historical element of the formula by 20%. This is expected to be reduced further over the coming years but have not indicated by how much each year.

Services that will be funded from the Central Services Block in 2020-2021 are:

- Copyright Licences for Schools £110,185
- Admissions £192,000
- Education Admin £26,680
- Speech & Language Contract £233,058
- Contribution to Local Authority Designated Officer £15,000
- Schools Forum £5,200
- SEN Home to School Transport £40,000
- Statutory Services for all Schools (previously funded by ESG) £366,155
- Central Services Overheads to support the above £64,216

Current SaLT contract is a joint commission between Redcar and Cleveland Council, Middlesbrough Council and CCG. Beverley School raised concerns that there has not been any SALT support in school since the therapist withdrew. Any concerns need to be escalated to the CCG. This should be addressed as a matter of urgency as the Local Authority is paying for this service and it is not being delivered across the board. JL agreed to liaise with contact, Polly Wright. Any emails/queries are to be forwarded to Polly.

Statutory Services for all Schools – This budget covers the statutory services/posts that the LA have to administer on behalf Schools. These include the Education Welfare and Asset Management services. In addition to this the budget also includes a contribution towards the Executive Director and Management costs of the service.

	<p>The central overheads budget pays for the elements of support provided to the Education Department by finance, procurement, property, valuations, payroll, HR ICT, cleaning and building maintenance. Total budget required £64,216.</p> <p>SMF agreed to note decrease in funding and agreed funding for central services block for 2020-21.</p>
6.	<p><b><u>2020-2021 DSG School Block</u></b></p> <p>DN went through the Schools Block paper following the sub SMF meeting held on 13<sup>th</sup> November.</p> <p>The growth fund was agreed as follows 71, year 7 places were required from September 2019 which need to be support from April 2020 until August 2020 a further 70, year 7 places will be required from September 2020. The budget required for 2020-2021 is £337,400. This allows for a contingency budget of £50k. This is funded from the growth fund allocation received from DfE as part of the schools block. The remaining £508.6k growth fund allocation has been utilised for the new secondary school. It is proposed if the growth fund budget underspends, this will be rolled forward to next year and allocated against growth fund.</p> <p>National Funding Formula (NFF) rates have been applied in full in 2020-21, minimum funding guaranteed at 1.84% applied. This left an unallocated budget of £389.1k. In order to distribute the unallocated budget two options where modelled:-</p> <p>Option 1: AWPU increase in basic entitlement by £35.95 above NFF rate.</p> <p>Option 2: Lump sum increased by £12,470 above NFF rate.</p> <p>I comparison was presented between if only NFF rates were applied. DN highlighted the disadvantage to some schools with regards to option 2. Option 1 when compared to NFF only, showed that no schools received funding below NFF option..</p> <p>Teachers pay grant will be paid as a separate grant in 2020-21.</p> <p>Recommendations to SMF are that:-</p> <ul style="list-style-type: none"> <li>• SMF agreed with Option 1 – <b>SMF agreed</b></li> <li>• SMF agreed to approve the 2020-21 school formula and submission of the final proforma to the ESFA. – <b>SMF agreed</b></li> <li>• SMF agreed to the 2020-21 Growth Fund budget of £337.4k - <b>SMF agreed</b></li> <li>• SMF note the one off windfall of the unallocated budget and the setting of 2021-22 budget will revert back to NFF rates. – <b>SMF noted</b></li> </ul>

**7. 2020-2021 DSG Early Years**

DN went through the report highlighting the Early Years (EY) National Funding Formula (NFF) changes for 2020-21.

The overall indicative budget allocation to be received from the ESFA for 2020-21 is £11.4m. This incorporates allocations for 3 & 4 year old funding (both universal and additional hours), 2 year old entitlement, EY pupil premium (EYPP), Disabled Access Fund (DAF).

The DSG Early Years Block 3 & 4 year old funding allocations are based on a unit rate of £4.74 per hour. An increase of 8p. SMF were advised that this increase has been passed on in the rate that providers will receive plus an additional 2p. Total increase of 10p per hour per child, new rate £4.05 to all providers for both universal and additional hours.

The DSG Early Years Block for 2 year olds funding allocation is based on a unit rate of £5.28 per hour. An increase of 8p. SMF were advised that this increase has been passed on in the rate that providers will receive plus an additional 8p. Total increase of 16p per hour per child, new rate £5.11 to all providers.

There has been no increase in the unit rate for EYPP. Therefore the rate will remain at 53p per hour.

DAF allocation received no increase and therefore the rate will remain at £615.

Middlesbrough Borough Council offer the following supplementary payments:-

- Deprivation (mandatory)
- Flexibility (discretionary)

This payment is paid from the £4.74 unit rate paid to local authorities.

DN informed SMF that the terms and conditions of the grant stipulate that the total planned value of funding all supplements, must not be more than the 10% of the total value of planned formula to providers. Due to the take up of the additional 15 hours the actual funding paid to providers has exceeded the 10% threshold. SMF were informed that the flexibility payment will need to reduce by 4p per hour to fulfill the terms and condition of the grant. The new rate will be 81p per hour.

WG asked which areas benefit from the flexibility payment. DN confirmed that the PVI's receive the majority of the funding. WG requested clarification of detail on criteria and which settings have received flexibility funding. DN advised that the individual detail of settings could not be provided due to confidentiality. RB advised that we can provide a high level split between PVIs and schools and provide the criteria.

WG requested that this is not agreed today as there has not been ample time to read the papers due to the time of distribution. DN added that papers were distributed one week in advance as per DfE School Forum guidance. WG discussed a number of points within the model agreement that will be brought to the attention of the forum later in the meeting. It is unfair that a decision is made when PVI colleagues have not had opportunity to consult or contest. If there had been appropriate time to observe papers there would be a comprehensive response. AC noted that there is currently nothing to consult on but rather notation of change. The model agreement must satisfy the conditions of the grant.

School nurseries are funded in the same way as PVI settings. WG queried if this is a suggestion that school nurseries manage their money better than PVI settings. Primary schools stated that this is not the case and that they often operate at a loss. Primary schools manage families that do not want year round care or cannot afford PVI settings.

Rates that will be paid for 2 and 3&4 year old funding is separate to that of market development of PVI sector. DN advised WG that rates are paid at the same rate to all sectors.

AK stated that the Local Authority should show better representation to the Department of Education as the 8p increase does not cover the living wage. JL replied that the Forum does not have this kind of political influence.

**Jo Smith agreed to meet with WG.**

The following table below summarises the early years funding rates.

<b>3 &amp; 4 Year Old Funding</b>	<b>2020/21 Rate £</b>
All providers - Universal Entitlement, per hour per child	4.05
All providers - Additional 15 hours, per hour per child	4.05
Deprivation (budget)	230,000
Flexible supplementary payment	0.81
<b>2 Year Old Funding</b>	
All providers – per hour per child	5.11

DN referred to the appendix which provides examples of a small and large setting and how the new rates affected the setting due to the reduction in the flexibility rate. The paper showed that settings will receive an overall increase in funding.

Early Years team can update on flexibility budget – Rob Brown to send to schools.

Retaining 3.5% of budget in comparison to 4.2% last year.

SMF notes that PVI will meet with the Local Authority to discuss several issues and concerns later today, if there is anything pertinent to SMF they will be communicated at the next meeting.

DN advised that a balanced budget had to be set within the allocation received from the Department for Education.

Recommendations to SMF are that:-

- Note the central allocation – **SMF noted**
- Note the early years’ formula and rates for 2020-21 – **SMF noted**

**8. 2020-2021 DSG High Needs**

Requested 1% reallocation which has managed, will not be recovering any funding from DSG this year. Provision budgets have been confirmed figures that are in here are the ones that have been confirmed by the Department For Education.

**4.3 Placement Costs**

4.3.1 The DfE deducts place funding for Academies and Post 16 Institutions. Based on the Place Change Return this recoupment will be as follows:

Institution Type	Number of Places	Total Cost
Pre 16 Special Schools (Academies and Free Schools)	146	£1,460,000
Pre 16 Resource Bases (Academies and Free Schools)	342	£2,052,000
Alternative Provision Academy	96	£960,000
Post 16 FE Colleges	173	£1,020,000
<b>TOTAL</b>		<b>£5,486,000</b>

4.3.2 The Local Authority has commissioned the following places at maintained schools or directly with an academy or free school outside of the ESFA agreements

Institution type	Number of Places	Total Cost
Pre 16 Special Schools (maintained)	413.6	£4,136,000
Pre 16 Resource Bases (maintained)	16	£96,000
AP Academy Places	0	0
Pre 16 Special Schools additional A/FS	0	0
Pre 16 Resource Based additional A/FS	6	£60,000
Hospital Teaching	59	£1,062,000
<b>TOTAL</b>		<b>£5,354,000</b>

New ASD resource has been priced into the budget. Funding is supporting the SEN support plan in mainstream schools so that they can access funding. There are 1200 young people with SEN plans in Middlesbrough which will continue to rise.

There was previously a 1.49% yearly reduction plan in terms of the banding matrix however, due to the additional allocation this has been frozen.

Top up payments will be around £7.9 million for 2021 although AP academy places should have been priced into place funding earlier. There are alternative provisions being funded including the learning center, additional external provision, transport and an assessment unit in Holmwood School.

It was queried that Holmwood appear to be the only school receiving outreach. JL explained that there is a recoupment cost for children that are placed within this unit. There are concerns that this implies Holmwood are the only school doing outreach.

Holmwood also have people visiting the school to see how the unit works which is not charged for. All mainstream teachers have the opportunity to learn more about SEN teaching and learning.

There should be transparency around the board in regards to outreach.



5.9 – Budget here is for MIDDLESBROUGH COLLEGE alone, what will happen due to growing number of allocation. What will happen is budget is gone beyond? Top up budget for post 16 and matrix is combined budget, can see what we are spending this year, but funding is moving over to supported internship budget. Supported internships will be commissioned based on how many young people opt to do this. There are two additional pots, one is bespoke provision fund.

Post 16 provision offering T-Levels have been taken into account, including 210 hours placement for high needs students.

Specialist support services part fund what is now specialist teaching and resource services. Early Years specialist support services is jointly funded from Early Years grant and support budget. Early Years and inclusion and development fund has been topped up.

7.16 A lot of young people receive support in hubs and the virtual school hubs. It is requested that allocations of pupil premium funding is communicated to schools. There remains poor clarity around what is available from this funding. Services provided by the virtual school also require clarity.

A bespoke funding pot has been discussed for additional and exceptional places.

Allocation is summarised below:

Service	Funding
SEN Assessment	£332,000
STARS	£191,000
EYSS	£378,000
Early Years Inclusion and Support Fund	£200,000
Psychology	£151,000
EMAT	£51,000
Virtual Schools	£308,000
Achievement	£15,000
Speech and Language	£26,000
<b>Total</b>	<b>£1,652,000</b>

Budget recovery plan – everything that ends up in the variant is going towards the budget recovery plan.

	<p>Between 40 and 60 children are outside of the Local Authority at any one time. This accounts for around £2 million in costs. For example there may be a specialist placement available outside of the Local Authority that is around £60-£80,000 whereas a placement in Beverley would be around £22-£25,000. There is an additional costs for children that could be supported in Middlesbrough but are not.</p> <p>Most of the children are secondary pupils however there are a significant number of primary children that are accessing provisions outside of Middlesbrough as the physical resources needed to accommodate them are not available. Would like to see the local offer for ASD and SEMH children improve so that children can stay within Middlesbrough with their peers. The changes will be incremental</p> <p>JL will circulate more information on each of the elements.</p>
<p><b>9.</b></p>	<p><b><u>AOB</u></b></p> <p>Actions from this meeting:</p> <p>SaLT contract representative to be requested to attend SMF.</p> <p>De-delegated services, unions and Liquid Logic</p> <p>PVI and Early Years update – flexibility criteria</p> <p>Virtual School.</p>
<p><b>10.</b></p>	<p><b>Date of next meeting:</b></p> <p><b>Wednesday 26<sup>th</sup> February, 8:15am</b></p> <p><b>Venue: Community Learning Centre, Acklam Grange School</b></p>