

<b>Schools Management Forum</b>
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**Report of:** Andrew Humble/Faye Revely

**Subject:** 2019/20 De-delegation Budget Decisions

**Date:** 27<sup>th</sup> March 2019

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**Purpose of the report**

- 1) The purpose of this report is to review the de-delegation decisions for the 2019/20 financial year.

**Background**

- 2) De-delegation budgets decisions for 2018/19 were for one year only. Therefore we have to review these for the 2019/20 financial year.
- 3) Only maintained school members (primary and secondary representatives) recommend decisions for de-delegation services on behalf of all primary and secondary maintained schools, although different decisions can be made for each phase. These services are offered as a buy back service for academies, special schools and PRUs. Information for buy back charges is therefore provided for information. Individual settings will be contacted directly to see if they wish to buy back.

**Proposed De-delegation & Buy Back (for information)**

- 4) The following services may be de-delegated:

Contingencies (not applicable)  
Behaviour support services (not applicable)  
Support to underperforming ethnic groups and bilingual learners (not applicable)  
Free school meals eligibility  
Museum and library services (not applicable)  
Licences /subscriptions  
Staff costs supply cover

- 5) The following paragraphs explain the areas the LA is offering as a de-delegation/buy back service. A detailed model is attached as Appendix A which provides the proposed charges per school for each item.

Free school meals eligibility

- 6) The administration of the free school meals checking service is now provided by Middlesbrough Council following the transfer of service from Kier on the 1<sup>st</sup> January 2019. It achieves value for money as a combined service and therefore could be quite costly for individual schools to undertake this work. There have been some changes to the way in which FSM's is administered due the following:

- Any pupil eligible for FSM's before 1 April 2019 will keep their FSM eligibility until 31/03/2022
- Any pupil who becomes eligible during the rollout of Universal Credit will keep their eligibility until 31/03/2022

The cost per FSM Ever 6 pupil for 2019/20 is £3.20. Therefore the LA proposes that this service is de-delegated in 2019/20. Please see Appendix A for a report on the buy-back to this service during 2018/19.

Staff costs supply cover - Trade Union facility time

- 7) The trade union facility time has been held centrally for many years now and it was felt that a town wide service works well and achieves value for money as long as all schools contribute. In 2018/19 this service pays for 1 NASUWT rep in Hollis Academy for 3 days per week. The rep performs casework and attends Works Council and Trade Union Liaison meetings with the LA. The rate the LA pays is to cover the cost of supply cover for the reps; the total cost anticipated for 2019/20 is £32,000 which includes a 2% pay award. We also hold £2.5k in case a retired TU rep is replaced by an employed rep for one of the unions.
- 8) As SMF members are aware in addition to the above there are 3 union representatives working for the NEU so their facility time must also be funded. For 2019/20 it is estimated that NEU will require 3 days per week of funding for facility time at a total cost of £21,500.
- 9) Under the Employment Acts schools are required to release staff for union duties, but there is no requirement for the LA to fund the backfill arrangements. Without this central budget, each school with a member of staff appointed to such a post would have to bear the costs of supply cover.
- 10) The following considerations should be taken into account:-
  - a) Maintained Schools:
    - i) If this is not de-delegated the budget will be delegated and schools will have to make their own arrangements for negotiating and consulting with the trade unions on changes to HR policies which will lead to duplication of effort and inconsistencies across schools.
    - ii) TU reps have a legal right to time off to participate in the collective bargaining arrangements of their employer and to represent their members. If the de-delegation were not agreed individual schools would have to bear the cost of the time off for the TU reps nominated by their union to participate in these discussions.
  - b) Academies:-
    - i) They contribute in the same way maintained schools do; or
    - ii) They are invoiced for actual TU time spent in their establishment by the trade union reps, which have been paid for by the LA, and then pay the LA accordingly; or
    - iii) They make their own arrangements with the trade unions for representatives from the trade unions amongst their own workforce.

- 11) If de-delegation is agreed for trade union facilitation arrangements then the LA would be willing to manage a town wide arrangement and contact academies to make them the offer to buy into the arrangements in support of good industrial relations across the town.
- 12) The cost per pupil for 2019/20 is £2.92. This will recover the amounts required above and also half of the overspend relating to 2017/18 to be reclaimed in 2019/20. Therefore the LA proposes that this budget is de-delegated in 2019/20.

Licences/subscriptions

- 13) The following table includes the proposed licences for 2019/20.
- 14) Historically the LA has procured a corporate Capita SIMS license on behalf of schools. However with the amount of schools converting to academies the number of maintained schools utilising this license has now dropped to 12. The cost to schools has increased each year as the license includes a lump sum charge which is spread across fewer schools. The current license expires on the 31<sup>st</sup> March 2019 and therefore all maintained schools will need to procure their own Management Information System (MIS) from 1<sup>st</sup> April 2019 onwards.

<b>Licence/Subscription</b>	<b>Basis of charge</b>	<b>2019/20</b>
CAPITA ONE (net of contribution from early years)	Per pupil	£3.75
Liquid Logic: ICS (45% contribution)	Per pupil	£1.02
Technology Forge	Per pupil	£0.57
CLEAPSS Membership and RPA Service	Per pupil (Pri)	£0.18
	Per Pupil (Sec)	£0.25
	Lump Sum (Sec)	£40
Fisher Family Trust Subscription	Lump sum: Primary	£50.00
	Secondary Per Pupil: Primary & Secondary	£410.00  £0.27

- 15) The LA proposes that the above licences are de-delegated in 2019/20.

Rules for academy conversions

- 16) Although the de-delegation only relates to the maintained sector there are separate rules if Academy conversions take place during the year.
- 17) Where a school converts on or after 2nd April, up to and including 1st September, the authority can retain any de-delegated funding until 1st September. Where a school converts to academy status on or after 2nd September, up to and including 31st March, the authority can retain all of the de-delegated funding for the remainder of the financial year.

Year End Position

- 18) Any unspent de-delegated funding remaining at the year-end can be carried forward to the following funding period as with any other centrally retained budget, but its use would be subject to the regulations operating in the new financial year.

**Recommendations**

- 19) Maintained Primary and Secondary representatives provide a view on which budgets are to be de-delegated in 2019/20.