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THE SCHOOLS FORUM

**Wednesday, 5th March, 2014 at 5.30 pm in the Enfield County
School, Holly Walk, Enfield EN2 6QG**

Membership:

Schools Members:

Maintained Schools:

Governors: Mr B Grayston (Primary) (Chair), Ms N Conway (Primary), Cllr I Cranfield (Primary), Mrs J Leach (Special), Mrs L Sless (Primary), Mr T

McGee (Secondary), Mr G Stubberfield (Secondary)

Headteachers: Mrs P Alder (Primary), Vacancy (Secondary), Mr B Goddard (Secondary),

Mr G Lefley (Pupil Referral Unit), Mrs S Moore (Primary), Mrs P

Rutherford (Secondary), Mr P Smith (Primary), Mrs P De Rosa (Special),

Mr R Yarwood (Primary)

Academies: Mr M Lees, Ms R Stanley-McKenzie

Non-Schools Members:

Chair of Children's Services Scrutiny Panel Cllr R Simbodyal

Early Years Provider Mrs S Roberts

14-19 Partnership Mr K Hintz

Teachers' Committee Mr S McNamara

Assistant Director Education Ms J Tosh

Head of Behaviour Support Mr J Carrick

Observers:

Cabinet Member Cllr A Orhan

Education Funding Agency Ms B Pennekett

MEMBERS ARE INVITED TO ARRIVE AT 17:15PM

WHEN SANDWICHES WILL BE PROVIDED

ENABLING A PROMPT START AT 17:30PM

1. AGENDA FOR SCHOOLS FORUM (Pages 1 - 22)

SCHOOLS FORUM

Meeting to be held from **17:30** on Wednesday 5 March 2014

Venue: Enfield County School, Holly Walk, Enfield EN2 6QG

(NOTE: Sangeeta Brown, Resources Development Manager- 07956 539613)

Schools Members:

Maintained Schools:

Governors: Mr B Grayston (Primary) (Chair), Ms N Conway (Primary), Cllr I Cranfield (Primary), Mrs J Leach (Special), Mrs L Sless (Primary), Mr T McGee (Secondary), Mr G Stubberfield (Secondary)

Headteachers: Mrs P Alder (Primary), Vacancy (Secondary), Mr B Goddard (Secondary), Mr G Lefley (Pupil Referral Unit), Mrs S Moore (Primary), Mrs P Rutherford (Secondary), Mr P Smith (Primary), Mr P De Rosa (Special), Mr R Yarwood (Primary)

Academies: Mr M Lees, Ms R Stanley-McKenzie

Non-Schools Members:

Chair of Children's Services Scrutiny Panel	Cllr R Simbodyal
Early Years Provider	Mrs S Roberts
14-19 Partnership	Mr K Hintz
Teachers' Committee	Mr S McNamara
Assistant Director Education	Ms J Tosh
Head of Behaviour Support	Mr J Carrick

Observers:

Cabinet Member	Cllr A Orhan
Education Funding Agency	Ms B Pennekett

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WHEN SANDWICHES WILL BE PROVIDED
ENABLING A PROMPT START AT 17:30 PM

AGENDA

(Target time)
(17:30)

1. **APOLOGIES FOR ABSENCE**

2. **DECLARATION OF INTEREST**

Members are invited to identify any personal or prejudicial interests relevant to items on the agenda. A definition of personal and prejudicial interests has been attached for members' information.

(17:35)

3. **MINUTES AND MATTERS ARISING FROM THE MINUTES**

- a) School Forum Meeting held on 22 January 2014 (*attached*)
- b) Commissioning Group Meeting held 25 February 2014 (*to follow*)
- c) Matters arising for these minutes

17:45)

4. ITEMS FOR DECISION

- a) Autism – Update (*attached*)
- b) Additionally Resourced Provision Funding Arrangements 2014/15 (*attached*)
- c) School Budget 2014/15: Update (*attached*)
- d) Scheme for Financing (*attached*)

(19:00)

5. ITEMS FOR INFORMATION

- a) Enfield Traded Services to Schools (*attached*) – *link to brochure as published on the Enfield Website is as follows:*
http://www.enfield.gov.uk/downloads/download/2182/enfield_traded_services_to_schools_brochure_2014_15

19:10)

6. Workplan (*attached*)

7. Any Other Business

8. Future Meetings

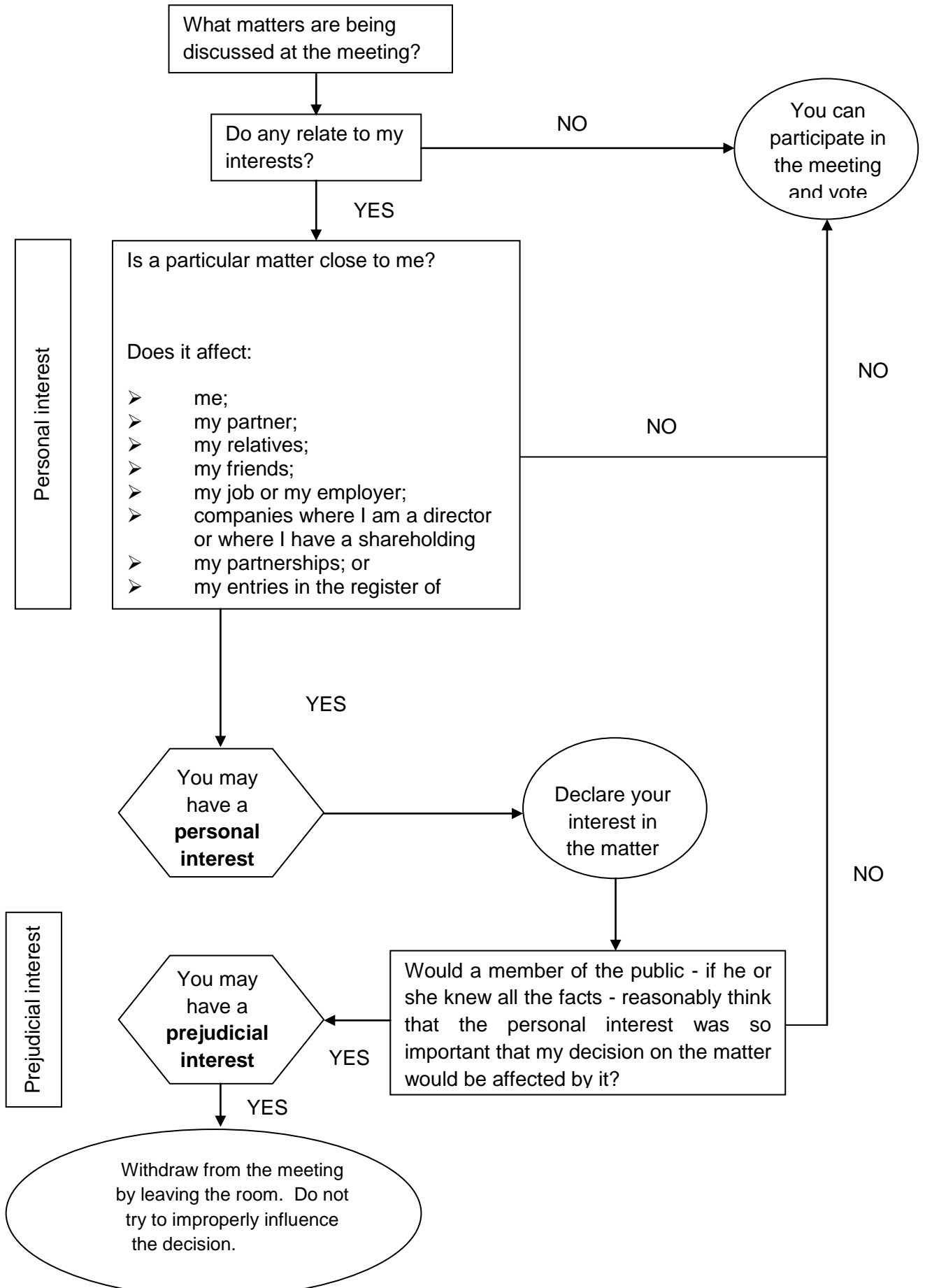
- (a) Date of next meeting is 2 April 2014 at 5.30pm at Enfield County School
- (b) Proposed Dates for future meetings:
 - 16 July 2014
 - 15 October 2014
 - 10 December 2014
 - 21 January 2015
 - 4 March 2015

9. Confidentiality

To consider which items should be treated as confidential.

DECLARING INTERESTS FLOWCHART

QUESTIONS TO ASK YOURSELF



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MINUTES OF THE SCHOOLS FORUM MEETING

Held on 22 January 2014

At Enfield County School

Schools Members

Governors:	Mr B Grayston (Primary), <i>Ms N Conway (Primary)</i> , Mrs J Leach (Special), Mrs L Sless (Primary), Mr G Stubberfield (Secondary), <i>Mr T McGee (Secondary)</i> , Cllr I Cranfield (Primary)
Headteachers	Mrs P Alder (Primary), Mr B Goddard (Secondary), <i>Mr G Lefley (Pupil Referral Unit)</i> , Mrs S Moore (Primary), Mr P De Rosa (Special Schools), Ms P Rutherford (Secondary), <i>Mr P Smith (Primary)</i> , <i>Mr R Yarwood (Primary)</i> ,
Academies	Mr M Lees, <i>Ms R Stanley-McKenzie</i>

Non-Schools Members:

Chair of Children's Services Scrutiny Panel	<i>Cllr R Simbodyal</i>
Early Years Provider	<i>Mrs S Roberts</i>
14-19 Partnership	Mr K Hintz
Teachers' Committee	<i>Mr Stuart McNamara</i>
Assistant Director Education	Ms J Tosh
Head of Behaviour Support	<i>Mr J Carrick</i>

Observers:

Member (Observer)	Cllr A Orhan
Assist. Director, Commissioning & Com. Engagement	Ms E Stickler
Finance Business Partner	Ms J Fitzgerald
Assistant Head of Finance	Mrs Y Medlam
Finance Manager	Mrs L McNamara
Resources Development Manager	Mrs S Brown
Resources Development Officer	Ms J Bedford

Italics denotes absence

1. INTRODUCTIONS and APOLOGIES for ABSENCE

Apologies for absence were received from: Ms R Stanley-McKenzie, Mr G Lefley, Mr Yarwood, Mr J Carrick, Cllr Simbodyal, Mr P Smith, Mr T McGee and Ms N Conway

Noted the absence of Mr Stuart McNamara

2. DECLARATION OF INTEREST

There were no declarations of interest.

3. MINUTES AND MATTERS ARISING FROM THE MINUTES

(a) Schools Forum meeting held on 16 October 2013

Received and agreed the minutes of the meeting of the Schools' Forum meeting held on 11 December 2013, a copy of which is included in the Minute book.

(b) Matters arising from these minutes

There were no matters arising

(c) Minutes of Commissioning Group Meeting held on 14 January 2014

Received and noted the minutes of the meeting of the Commissioning Group meeting held on 14 January 2014, a copy of which is included in the Minute Book.

4. ITEM FOR DISCUSSION

Schools Budget: (2014/15) – Update

Received a paper providing details on the Schools Budget 2014-15, a copy of which is included in the Minute Book.

Reported an update on the Dedicated Schools Grant (DSG) settlement and the report included recommendations for which the Schools Forum agreement was being sought.

Noted:

- (a) The initial 2014-15 DSG announced on 18th December 2013 was £293,130m: this sum included the funding for the free entitlement for two year olds. It was forecasted the total would increase to £293,796 following the adjustments for the actual numbers of three and four year olds accessing the free nursery provision.

There was a reduction in the estimated DSG previously reported. This was because the target for providing the free nursery entitlement for two year olds had reduced from 3,000 to 2,716. The report provided detailed information on the settlement and the budget pressures and current projections indicated that there was a gap of £528k which needed to be bridged.

- (b) The Guaranteed Unit of Funding for calculating the Schools block was set at £5,194. A deduction of £280k for Carbon Reduction Credits (CRC) had been applied due to all state funded schools being withdrawn from participating in the CRC Energy Efficiency Scheme.
- (c) The High Needs block allocation was provisional as the final place numbers and confirmation of funding would not be announced until the end of March 2014 together with the details of the Post 16 funding rates and allocation.

Clerks Note: Councillor Orhan arrived at this point.

- (d) Following the agreement of the Forum, the growth funding required to provide places for the increase in pupil numbers had been calculated and this was estimated as £2.015m. This was a slight increase to the amount previously reported.
- (e) The funding being provided for the free nursery entitlement for two year olds provided some headroom as it was predicted that it was unlikely the target of 2716 would be met. It was stated that this headroom in the budget would only be available for this financial year as the two year free entitlement would be funded based on actual numbers from 2015/16. The Schools Forum was asked to consider and comment on the use of this funding.

It was questioned whether underspend from previous years of £4m was still available and if a further underspend was being projected for the 2013/14. It was stated that the latest monitor was projecting a slight overspend due to pressures in the SEN budget, however it was hoped that the final position would be balanced. However, consideration would need to be given in the future to bridging the gap identified in the budget for 2014/15 which was being partially met from the one off headroom in the two year old budget.

- (f) The formula factors previously agreed had been updated to reflect the dataset provided with the settlement in December by the Education Funding Agency from the October 2013 Pupil Census. The use of the new dataset showed a redistribution of funding at individual school level. This was because of a significant reduction in the number of pupils eligible for free school meals. To ensure the overall funding provided to support pupils from deprived background was not reduced, the amount attached to the unit rate was increased.

It was commented whether the reduction in the number of pupils eligible for free school meals was due to the benefit changes. It was stated that this was the case as more families were not meeting the qualifying threshold even though their circumstances may

not have changed. It was requested that an update be provided on the impact of the welfare benefit changes.

- (g) The Age Weighted Pupil Unit used for secondary aged pupils had also been increased to partially redress the effect of the changes in the number of pupils eligible for free school meals. It was noted that it was not possible to fully compensate for this change as funding would always be related to pupil numbers
- (h) The Minimum Funding Guarantee had been set at 1.5% for schools losing funding and it was proposed to cap the funding for gaining schools to 3% to ensure least turbulence at individual school level.
- (i) The outcomes from modelling using the new rates had been circulated to secondary schools and would now be circulated to primary schools. The modelling showed that there was a reduction in funding for those secondary schools with a significant drop in pupil numbers.

It was questioned why the secondary schools were experiencing such losses in pupil numbers. It was stated this was partly due to a demographic decline and also pupils choosing to go to the new academies and free schools which had opened in and on the borough boundary. An analysis of the destination of Year 6 pupils had been carried out. This information would be provided to the Forum with the minutes of this meeting.

The Forum noted the importance of continuing to maintain and support these schools because of the need of additional places when the current increases in pupil numbers being experienced by the primary sector transfers to secondary. There was concern that there was no local influence on stopping further new free schools opening when there was no current need for these schools.

Members questioned how schools managed large drop in pupil numbers. It was commented that the secondary Headteachers currently in this position were reviewing their staffing structure with a view to reducing the number of staff.

- (j) It has been confirmed the level of Pupil Premium has been increased to £1,300 for primary school pupils and £935 for secondary school pupils. It was commented that the Authority had previously run a very successful campaign to encourage parents and carers to apply for free school meals. This campaign resulted in an increase of numbers and it was questioned whether this could be extended to inform parents of the changes to the pupil premium to include adopted children.

It was noted that some external agencies were already writing to adoptive parents requesting them to inform schools and some schools were accepting the parent's word and others were seeking more formal confirmation. It was requested that there needed to be a consistent approach to how this was managed across the Authority. It was stated that the group leading on increasing the uptake of free school meals would be asked to consider this.

- (k) The sector representatives on the Schools Forum had previously agreed in principal to support schools in financial difficulties due to significant reduction in pupil numbers. It was stated that a criteria would be developed and brought back to a future meeting of the Forum but for budget setting purposes the sector representatives were being asked to agree to de-delegating £800k for this purpose.
- (l) Information on the rates to be applied for Post 16 pupils was still awaited as well as the place numbers allowed for the High Needs block. For developing the budget, the latest

estimates have been used. The Authority had been informed that details for both areas would be announced some time before 31 March 2014.

Members raised their concerns at the late notification of this information and effect this would have on budget planning and any changes schools may need to consider due to budget pressures.

The Forum asked whether a wider submission could be made as to the difficulties the delay in notification was having on schools. It was stated the matter would be discussed with Andrew Fraser and he would be asked to raise it with colleagues at the ALDCS.

Resolved:

- (a) The Schools Forum agreed to:
 - The revised unit values for the primary and secondary funding formula as detailed in the report;
 - Reduce the amount allocated for CERA by £300k;
 - Increase the total funding for the Growth Fund by £0.221m to a total of £2.015m;
 - Set a funding cap of 3% per pupil for schools gaining from the formula changes and 1.5% per pupil for those losing from the changes.
- (b) The Sector Representatives agreed to de-delegating funding for a schools specific contingency of £800k to support schools in financial difficulty.
- (c) The Authority would:
 - Circulate the destination information for Year 6 pupils with the minutes of this meeting;
 - Consider arrangements for informing parents of adopted children being eligible for the pupil premium;
 - Make representation to ALDCS on the impact the delay in notification of Post 16 funding was having on schools;
 - Provide an update on the impact of the benefit changes.

5. WORKPLAN

Received the Workplan for the Schools Forum meetings, a copy of which is included in the Minute Book.

6. FUTURE MEETINGS

- (a) Date for the next meeting: Wednesday 5 March 2014 at Enfield County School.
- (b) Proposed date for a future meeting.
 - 2 April 2014 - To be confirmed
 - 16 July 2014
 - 15 October 2014
 - 10 December 2014
 - 21 January 2015
 - 4 March 2015
- (c) Noted Mr Lees absence from the meeting to be held on 2 April 2014.

7. CONFIDENTIALITY

None of the above was regarded as confidential.

MUNICIPAL YEAR 2013/2014 REPORT NO. 26

MEETING TITLE AND DATE:
Schools Forum – 5 March 2014

REPORT OF:
 Director of Schools & Children's Services

Contact officer and telephone number:
 Jenny Tosh
 E-mail: jenny.tosh@enfield.gov.uk

	Item: 4a
Subject: Autism Update	
Wards: All	

1. EXECUTIVE SUMMARY

This report provides an update on developing the autism provision in Enfield from 2014/15.

2. RECOMMENDATIONS

To agree to the proposed funding arrangements as detailed in paragraph 7.

3. Background

- 3.1 At the previous meeting of the Forum, a briefing note was provided on the need for additional provision for autism.
- 3.2 In order to address the issues raised in the previous report to this Forum, a New Autism Development Group (ADG) has been established with a core membership of Headteachers, LA officers and Health Colleagues and an action plan produced that has three key strands. The group is being initially chaired by the Assistant Director for Education. It was agreed that each strand will be led by a subset of the core group. Leads have been identified and work has started on all 3 strands and progress will be monitored by the ADG

This report provides information on the focus of work for the ADG and seeks the Forum's agreement to the funding required to address the action plan and the three key strands it contains.

4. Strands

The three strands from the Action Plan are as follows:

- 4.1 **Strand 1 – Increasing support to mainstream schools to meet the needs of pupils with Autism**
 - On-going training and support for school staff
 - Developing the role of a leading teacher in each school
 - Setting up an autism advisory service that builds on the existing expertise and good practice
- 4.2 **Strand 2 – Addressing the numbers of pupils who are not having their needs met.**
 - Set up new data base to track children identified monitored by SEN panel
 - Prioritise those at most risk of losing their place, not being placed or supported
 - Work with the families to keep them informed
 - Set up additional LA provision
 - Audit available out of borough/ alternative providers
- 4.3 **Strand 3 - Meeting the long term need for more specialist provision for pupils with**

Autism in Enfield

- Identify possible organisational models for the new provision
- Put together a business case for the models
- Audit possible sites/locations/providers

5. In addition to the three strands, the core group will review the current processes for identification, assessment or diagnosis and allocation of support for all young people on the autistic spectrum. This is particularly important with the implementation of the new legislation for SEN. The role and involvement of parents in this process is key and will act as an overarching thread across the action plans as they develop.
6. Clearly the work of the ADG and the action plan will be part of Enfield's Overall Strategy for SEN/AEN. The current LA SEN /Inclusion strategy is out of date and plans are in place to review it. Until it has been finalised, it is proposed that Schools Forum is given regular updates on progress with the Autism Action plan.

7. Proposed Funding Requirements

The financial implications to meet requirements of the action plan and address the needs of pupils with autism are as follows:

- (a) Autism Advisory Service - set up a joint LA/special school advisory service combining the expertise of existing outreach services and teams within the LA. This will require the creation of a Specialist Autism Advisory Post to co-ordinate and lead on the work of the advisory and support services for autism. It is proposed that the appointment to this post is initially for a 3 year fixed term contract on teachers' pay and conditions and managed by Russet House/ Durants Schools.

It is estimated that the cost will be between £200 – 250k. It is proposed that this is funded from the DSG carry forward from 2013/2014.

- (b) Provide some financial support to the Enfield Parent Partnership to strengthen the links with parents. The costs for this proposal are yet to be confirmed.
- (c) The funding for the additional primary Additionally Resourced Provision (ARP) agreed in 2013/2014 will be carried forward to support the work of the outreach service in terms of employing teachers and support staff to work directly with schools and the identified pupils. The cost of this provision will be £120k and has already been included within the funding for ARP (please see the report on ARP elsewhere on the agenda).
- (d) Develop additional provision by:
 - (i) Increasing the place numbers at Russet House School to admit a further 5 -7 pupils from Easter 2014. This funding would support the conversion / resourcing of a building. The financial implication have been included within the funding arrangements for special schools for 2014/15 (please see the Budget report elsewhere on the agenda);
 - (ii) Converting/resourcing additional classrooms at Durants School to meet increase of secondary transfer numbers. The costs for this proposal are yet to be finalised.

5. Conclusion

The proposals detailed in this report are an initial step towards meeting the needs of pupils with autism. Further updates will be provided to the Forum on the work of the ADG to address this need.

MUNICIPAL YEAR 2013/2014 REPORT NO. 27

MEETING TITLE AND DATE:
Schools Forum – 5 March 2014

REPORT OF:
 Director of Schools & Children's Services

Contact officer and telephone number:
 Jenny Tosh
 E-mail: jenny.tosh@enfield.gov.uk

	Item: 4b
Subject: Additionally Resourced Provision (ARP): Funding arrangements 14-15	
Wards: All	

1. EXECUTIVE SUMMARY

This report provides information on the funding arrangements for ARP in Enfield for 2014/15.

2. RECOMMENDATIONS

To agree to the proposed funding arrangements as detailed in paragraph 4.

3. Background

3.1 At the previous meetings of the Forum, an update was provided on the review of ARP and the progress which had been made. As discussed at these meeting, it was agreed the funding arrangements for the ARP was being reviewed to ensure that the local funding arrangements:-

- met the requirements of the new national funding arrangements;
- were transparent;
- were consistently applied;
- enabled the schools to meet the needs of and deliver positive outcomes for the pupils;
- enabled the use of the budgets to be monitored as part of the accountability framework for reporting to the Schools Forum.

3.2 Principles

The new funding arrangements require that the ARP are funded using a place plus approach with each place funded with a basic allocation of £10k and then a top up. The top amount is dependent upon a range of factors including the pupil being on roll.

A Service Level Agreement (SLA) is drawn up between the Schools and the LA which determines these factors and will include pupil numbers, staffing ratio and range of needs. It would also identify additional requirements that may need to be funded to meet the particular needs of the pupils (e.g. equipment and therapies).

The principles have had to recognise that the needs of the pupils will vary between different ARPs and also at different times within the same ARP as a young person's need may change and different pupils are admitted to the ARP.

4. Proposed Funding Arrangements for 2014/15

It is proposed for 2014/15, that the funding arrangements for ARPs be based on three

elements which reflect the national requirements of a place led approach and also the local principle which recognises the varying needs of pupils admitted to an ARP. The table below describes the elements and how they would be used to allocate funding to individual ARPs.

Element	Allocation of Funding	Comments
No of places	£10k per place (constant)	Ranging from 6 – 12 places currently
Top up	Allocated based on the actual numbers on roll in the ARP – adjusted each year	SLA factors: Staffing ratio, level of support, qualification, phase
Place plus	Negotiated by school prior to intake of pupils – linked to need of individual pupils	Evidence for additional funds provided by school agreed by Schools Forum

The attached spreadsheet provides a summary of the funding to be allocated for 2014/15.

5. Conclusion

It is envisaged that the new funding arrangements would provide a transparent and consistent approach and details of which will be available to all schools. Furthermore, there will be greater accountability through the monitoring framework being developed by the use of the SLA as well as seeking the Forum's view on requests for funding under Element 3 of the new local funding arrangements detailed above.

MUNICIPAL YEAR 2013/2014 REPORT NO. 31

MEETING TITLE AND DATE:
Schools Forum – 5 March 2014

REPORT OF:
 Director of Finance, Resources & Customer Services

Contact officer:
 Jayne Fitzgerald
 E-mail: Jayne.Fitzgerald@enfield.gov.uk

	Item: 4c
Subject: Schools Budget 2014/2015	
Wards: All	

1. EXECUTIVE SUMMARY

In December the DfE announced the initial 2014-15 Dedicated Schools Grant (DSG) and also the data set to be used to calculate 2014-15 Individual Budget Shares for primary and secondary schools under the new schools funding formula. At the January meeting the Schools Forum noted and agreed the formula factors and units rates used in the Schools Block funding formula and these were submitted to the DfE by their deadline of 21st January 2014.

The report seeks the support of Schools Forum to the recommended application of the DSG in 2014-15, based on the initial DSG allocation.

2. RECOMMENDATIONS

The Schools Forum is asked to agree:

- The allocation of funding from DSG reserves as detailed in para 7.1
- To continue funding in the sum of £25k for the post to support recoupment as detailed in para 6.2

The Schools Forum is asked to note and support:

- The proposals for allocating the DSG for 2014-15 within the Schools, Early Years and High Needs blocks.

3. Dedicated Schools Grant Announcement 2014-15

At the January meeting it was reported that the initial DSG allocation had been announced and that Enfield estimated an allocation of £293.796m, including an estimate for Early Years growth.

The settlement received on 20th December included a provisional allocation for High Needs. Local Authorities were required to submit place numbers by 23rd December for the 2014/15 academic year and these will be used to produce place funding and revised DSG High Needs allocations by the end of March (although it has now been indicated that we may get earlier notification). Clarity has been sought on the change in the method of allocation for the High Needs block in

2014/15 which appears to have resulted in a reduction of funding for Enfield. Discussions are ongoing with the DfE to determine whether this is the case and if so why.

Draft Budget requirements in the 3 blocks are summarised below, together with an overall summary of funding and expenditure.

4. Schools Block

The approved formula factors and unit rates were included in the Pro Forma submitted to the DfE by their required deadline of 21st January 2014. Following this indicative budgets were sent to schools pending the notification of individual budget allocations which are due to go out to schools in the first week of March (these should not differ from the indicative budgets but notifications will also include additional funding for post 16 pupils, early years funding, ARPs, exceptional needs and delegated capital)

The proposed application of the Schools Block resulting from the application of the formula factors is shown in the table below. January Schools Forum agreed a sum of £800k to be allocated from reserves to create a contingency to support schools in financial difficulties and this has now been added to the primary and secondary schools budget shares and will be de-delegated to form the contingency.

Schools Block	2014-15 £'000	Change from 2013-14 £000
Primary Schools - incl Demographic Changes	135,081	4,332
Secondary Schools - incl Demographic Changes	98,619	-2,217
Total Allocated through Schools Funding Formula	233,700	2,115
Centrally Managed Budgets	4,418	-538
Growth Fund	1,688	-105
TOTAL SCHOOLS BLOCK	239,806	1,472

5. Early Years Block

The final application of the Early Years Block is shown in the table below.

Early Years Block	2014-15 £'000	Change from 2013-14 £000
EY Maintained	5,703	214
EY PVI	6,607	231
EY 2 year olds	5,846	905
Central Functions	566	0
TOTAL EARLY YEARS BLOCK	18,722	1,350

6. High Needs Block

6.1 High Needs block funding

As noted above the final DSG settlement for the High Needs block is not due until the end of March and any budget allocations will be subject to finalisation of the funding available. Pressures have been noted across this block and budgets are being reviewed in detail to contain this as much as possible, whilst ensuring provision is made for unavoidable pressures. We are still awaiting clarification regarding any allocation of growth funding for 2014/15, following the submission of the places data return in December. This will be confirmed together with the impact of any full year effects of 2013/14 growth by the end of March.

6.2. Special Schools

Funding allocations to special schools is based on the 'place plus' methodology and is allocated in 2 stages:

Base Funding

Place Led Funding is based on the number of places the authority has agreed with the EFA; schools will receive a nationally agreed level of funding of £10,000 for each place. In 2013/14 a higher rate of £10,977 was paid for post 16 places, however the DfE have reduced this in 2014/15 to be in line with the pre-16 rate of £10,000. This will not impact the schools overall funding however as the top up rate will be increased to compensate for this. This place funding will be allocated to schools in full, irrespective of vacancies and the pupil's home LA.

Top Up Funding

Top Up Funding is based on the total cost of a place less the £10,000 provided as base funding. Top Up Funding is pupil led and relates directly to the needs of individual pupils. This funding follows the pupil and is only payable when the place is full. It was agreed for 2013/14 that Top Up funding should be allocated to schools based on an average rate per establishment and this will continue in 2014/15. Where the agreed number of places has been increased for 2014/15 it is proposed that the Top Up rates should be recalculated to exclude an element of fixed costs which will not increase incrementally with the increase in numbers.

Guaranteed Funding Level

In 2013/14 schools were guaranteed a minimum level of funding of 97% of their total allocation if places were full, to ensure a level of stability for schools following the implementation of the new financial arrangements. It is proposed that this arrangement be reviewed during 2014/15, to address the following scenarios: The protection will not apply where schools have expanded and funding has therefore exceeded the 2013/14 base levels. It is also proposed that the protection arrangements are reconsidered where a certain level of places are not filled, as funding will need to be diverted to meet the significant pressures on SEN placements.

Recoupment

The 'top up' element of funding continues to be the responsibility of the pupil's home local authority so it is the responsibility of schools to liaise directly with the relevant commissioning local authority to negotiate and secure the top up funding.

Due to the considerable amount of uncertainty on the practicalities of how the new recoupment arrangements would operate it was agreed for 2013/14 that the Authority would continue to provide this service to schools and £25k was allocated from the DSG to fund this service. It is proposed that this is continued for 2014/15, with a view to developing an SLA for future years.

Outreach

Special schools all currently receive £112k for outreach work with other schools. It is proposed that this level of funding is continued but reviewed in year, with consideration given to the level of service being provided and the appropriate funding levels.

6.3 ARPs (including Speech & Language Units)

Funding allocations for ARPs are based on the 'place plus' methodology in the same way as special schools. School funding is allocated in 2 stages, place led and top up funding, as detailed for special schools.

Provision has been made in the draft budget for two new ARPs which have been funded from the growth funding received in 2013/14.

Details of ARP funding for 2014/15 and the methodology applied are included in a separate report on the agenda

Schools with ARPs should be aware that their pupil numbers, used to calculate their formula budget shares, will be reduced by the number of places in their ARP regardless of whether these are filled.

6.4 Nurture Groups

Nurture Groups are funded as a commissioned service. Schools with Nurture Groups are currently allocated a block allocation of £59,700 to provide this service, and it is proposed to continue this arrangement.

6.5 SEN Exceptional Needs

The budget requirement for 2014/15 is not yet finalised as we are awaiting a large number of returns from schools. However early indications suggest there may be a pressure in this area that is not currently reflected in the draft budget.

6.6 Post 16 - High Needs Provision

From September 2013 local authorities became responsible for funding Post 16 high needs pupils in FE establishments. The estimated full year cost of funding this provision in 2014/15 is £1.005m compared to the latest funding notification received of £705k. This has been queried with the DfE and we are awaiting clarification and an indication of the final funding level.

6.7 Hospital Provision

With effect from 1 April 2013 Enfield has provided hospital tuition services to all pupils in our hospitals irrespective of their home local authority. Similarly Enfield

pupils will be able to access hospital tuition in other boroughs should they require this provision without charge. This was funded by top-slicing the DSG based on £8.50 per pupil to create a national hospital budget. The 2013/14 ring fenced grant allocated to support hospital provision in Enfield was been set at £307,500 based on 2012-13 funding levels and it is proposed to continue funding at the same level in 2014/15.

The grant funding of £307,500 is expected to cover the running costs of tuition service at Chase Farm and North Middlesex Hospitals and other support for sick pupils provided by the Home and Hospital Tuition Service.

6.8 Pupil Referral Unit (PRU)

From 1st April 2013 the Schools Finance Regulations 2012, Section 45 gave all PRUs community school type freedoms and they now operate in the same manner as a community school including compliance with the Scheme for

Financing Maintained Schools. The new regulations also define PRU provision as high needs. This means that the funding delegated to PRUs is based on the same "Place-Plus" methodology as applied to special schools. The key difference is that a place is defined as £8,000 for PRU provision compared to £10,000 for special schools. The place values are set by the DFE as part of the Schools Funding Regulations.

In 2013/14 the place led element was based on 100 places and the proposal is to continue this for 2014/15. Pupil numbers do vary quite considerably through the year but without some degree of certainty over funding it is very difficult for the PRU to operate as required. For 2013/14 the top up funding was also guaranteed as a transitional arrangement and it is proposed to continue this for 2014/15 subject to an in year review.

6.9 High Needs Block – Summary of Draft Budgets

High Needs Block	2014-15 £'000	Change from 2013-14 £000
Special Schools	13,340	595
Secondary Tuition Centre	2,141	0
Nurture Groups	1,015	0
ARPs & Language Units	2,320	455
SEN exceptional needs	3,477	0
Central Functions & Contingencies	12,962	-1,706
Hospital Provision	308	0
Post 16 FE/ISPs	1,005	0
Autism Advisory Service	80	80
TOTAL HIGH NEEDS BLOCK	36,648	-576

7.0 2014/15 Budget Summary

7.1 Allocation of DSG Reserves

It was agreed in principle at Schools Forum in January that an allocation of funding would be made from reserves to support the need for additional provision for autism. The requirement for 2014/15 – 2016/17 has been quantified as set out in the separate Autism Update report on this agenda:

- £250k over 3 years for the Autism Advisory Service - £80k to be included for 2014/15
- Funding for the Durants classroom conversion – costs to be confirmed and added to budget once finalised.

In addition it is proposed that an allocation of £500k is made from reserves to support the overall budget. It should be noted that this is one off funding and as this may not be available next year savings will need to be made to bring the budget back into balance.

As detailed above January Schools Forum agreed a sum of £800k to be allocated from reserves to create a contingency to support schools in financial difficulties

These 3 items result in a total allocation of funding from reserves of £1.380m and schools Forum are asked to agree the additional items.

7.2 Summary of Funding and Draft Budgets by Funding Block

2014/15 DSG (December 2013)	GUF	Pupil Numbers	Total
	£		£000
Schools Block	5,194	46,731	242,722
Induction for Newly Qualified Teachers			71
Early Years Block (based on Jan 2013 census)	3,948	3,176	12,539
Estimated Increase in Early Years Funding (for Jan 14 and Jan 15 adjustments)			665
High Needs Block (includes post 16)			30,362
2 Year Old Funding			7,717
Carbon Reduction Credits			(280)
Total Estimated DSG 2014/15			293,796
Add Allocation of funding from Reserves			1,380
Total DSG plus Reserve allocation			295,176
Summary of Draft Budgets by Funding Block:			
Schools Block			239,806
Early Years			18,722
High Needs			36,648
Total Draft Budget			295,176

8.0 2015/16 and beyond

2014/15 is the second year in the transition to the introduction of a 'National Fair Funding Formula' (NFFF) which is expected to commence from 2015/16. It is not yet known whether the allocations will be at a local authority level to distribute amongst schools in their area according to a prescribed formula or whether allocations to schools will be calculated at a national level. We are still waiting for the DfE to issue the consultation on the NFFF which was scheduled for December 2013. However there is increasing speculation that the direction of restricted formula factors, restricted unit values and the process of delegation / de-delegation point towards the former approach as this would still allow an element of local discretion to target resources to locally determined priority areas (albeit within a restricted formula framework).

It has been our practice for several years to provide schools with 3 year budget allocations to support them in setting 3 year budgets. Schools will still be required to set and submit 3 year budgets. We are in the process of calculating estimated budgets for years 2 and 3 and we hope that we will be in a position to issue these with schools budget allocations for 2014-15, albeit with caveats as to future levels of funding.

MUNICIPAL YEAR 2013/2014 REPORT NO. 29

MEETING TITLE AND DATE:
Schools Forum – 5 March 2014

REPORT OF:
Director of Schools & Children's Services

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	Item: 4d
Subject: Scheme for Financing Maintained Schools	
Wards: All	

1. EXECUTIVE SUMMARY

- 1.1 The scheme for Financing Maintained Schools sets out the way in which the Authority will fund schools and provides the regulatory framework that the Governing Body must comply with in the administration of these funds. The Scheme has been reviewed to incorporate local, statutory and directed changes from the Government.
- 1.2 Schools have to be consulted on any changes and this has been done in relation to the local changes. This report details the statutory changes required and also some minor changes following the outcome of the Government's review of the school funding changes.

2. RECOMMENDATIONS

- 2.1 The Schools Forum is asked to comment and agree to the changes.

3. INTRODUCTION

- 3.1 The Scheme For Financing Maintained Schools sets out the way in which Authority will fund schools and provides the regulatory framework for Governing Bodies and Headteachers in the administration of these funds. This framework is based on guidance issued by the government and complies with legislation as amended from time to time.

3.1.2 The changes include:

- Directed revisions by secretary of state. These are mainly the removal of out of date provisions or the insertion of new provisions that are required for new policy areas;
- Amendment to the EU threshold for tendering purposes.

This report sets out the latest changes.

3.2 PROPOSED CHANGES

3.2.1 Directed Changes

- (a) Funding to schools for high needs – additional wording to state authority must transfer high needs funding on a monthly basis unless otherwise agreed.
Revised wording as follows:

According to the arrangements agreement with individual schools, funds will be transferred on an annual or termly basis. Top up payments for pupils with high needs will be made on a monthly basis unless alternative arrangements have been agreed with the school.

- (b) Supporting schools in financial difficulties and support schools experiencing deficits due to falling rolls. Revised wording as follows:

'If the Authority wishes to give assistance towards elimination of a deficit balance this should be through the allocation of a cash sum, from the Authority's Schools Budget (from a centrally held budget specified for the purpose of expenditure on special schools and pupil referral units in financial difficulty or, in respect of mainstream maintained schools, from a de-delegated contingency budget where this has been agreed by Schools Forum).'

- (c) Income from lettings. Revised wording as follows:

School may wish to cross-subsidise charges made to community and voluntary groups with income from other lettings provided that, the Governing Body is satisfied that this will not interfere to a significant extent with the performance of any duties imposed on them by the Education Acts, including the requirement to conduct the School with a view to promoting high standards of educational achievement. However, schools are required to have regard to directions issued by the Authority as to the use of school premises, as permitted under the Act for various categories of schools.

Income from lettings of school premises should not normally be payable into voluntary or private funds held by the school. If it is paid into an account other than the School's bank account then this should be in line with the requirements of the school's Scheme of Delegation as agreed by the Governing Body, and should be disclosed to the Authority and correctly accounted for in the CFR return as part of the School's annual accounts.

- (d) Funding for centrally provided services confirming the position where the Schools Forum has agreed de-delegation. Proposed wording as follows:

For the avoidance of doubt, the Authority may de-delegate funding for permitted services without the express permission of the Governing Body, provided this has been approved by the appropriate phase representatives of the Schools Forum.

- (e) Charges to schools from the Authority where a school has failed to provide adequate provision to meet pupil needs. Proposed wording as follows:

Costs incurred by the Authority in securing provision specified in a statement of SEN where the Governing Body of a school fails to secure such provision despite the delegation of funds in respect of low cost high incidence SEN and/or specific funding for a pupil with High Needs;

3.2.2 EU Threshold

New EU Procurement Thresholds for tendering came into force on 1 January 2014. The new thresholds are as follows:

	Supplies	Services	Works
Thresholds	£172,514	£172,514	£4,322,012

MUNICIPAL YEAR 2013/2014 – REPORT NO. 30

MEETING TITLE AND DATE:

Schools Forum – 5 March 2014

REPORT OF:

Director of Schools & Children's Services

Contact officer: Sangeeta Brown

E-mail: sangeeta.brown@enfield.gov.uk**Recommendation**

To note the workplan.

Agenda – Part:	Item: 6
Subject: Schools Forum: Workplan	
Wards: All	

<u>Meetings</u>		<u>Officer</u>
January 2014	Schools Budget: 2014/15: Update	JF
March 2014	School Budget 2014/15: Update Additionally Resourced Provision Autism Scheme for Financing Enfield Traded Services to Schools	JF JT JT SB SB
April 2014	Universal Free School Meals Welfare Benefit – Update Scheme for Financing Schools	SB KR SB
July 2014	School Funding Review (2014/15) School Funding Arrangements (2015/16) SEN Update Final DSG Notification	SB SB JT JF
October 2014	Schools Budget: 2015/16: Update Responses to consultation on School Funding Arrangements (2015/16) Outturn Report 2013/14 Schools Balances 2013/14	JF SB JF SB
December 2014	Schools Budget: 2015/16: Update, Inc. De-delegation Central Budgets: Annual Report Local Authority Budget (2014/15) Pupil Places strategy	JF JT ES JT
January 2015	Schools Budget: 2015/16: Update	JF
March 2015	School Budget 2015/16: Update Enfield Traded Services to Schools Scheme for Financing	JF SB SB

Dates of Meetings

Date	Time	Venue	Comment
22 January 2014	5.30pm – 7.30pm	Enfield County School	
5 March 2014	5.30pm – 7.30pm	Enfield County School	
2 April 2014	5.30pm – 7.30pm	Enfield County School	
16 July 2014	5.30pm – 7.30pm		
15 October 2014	5.30pm – 7.30pm		
10 December 2015	5.30pm – 7.30pm		
21 January 2015	5.30pm – 7.30pm		
4 March 2015	5.30pm – 7.30pm		