

Meeting

of the

London Borough of Barnet

Schools Forum

Wednesday 7th May 2014, 4.00pm

The Oak Room

North London Business Park

**Agenda, Minutes of the last meeting
and Papers**

Schools Forum Agenda

7th May 2014 : 4pm – 6pm

Oak Room: North London Business Park

1. Welcome to new members
2. Apologies for absences
3. Declarations of interest
4. Minutes of previous meeting: 4 February 2014
5. Matters Arising
6. Items for Information
 - 6.1. Budget Monitoring Schools Budget 2013/14
 - 6.2. Revised Schools Budget 2014/15
 - 6.3. Update on the development of High Needs Funding Arrangements
7. Items for Decision
 - 7.1. Funding for new schools, expansion and bulge classes in 2015/16
 - 7.2. Funding for bulge classes which do not fill in 2015/16
8. Draft agenda for next meeting: 8 July 2014
9. Any other business

Members of the Schools Forum

Type of Member	Name	Representing	Member until end
Nursery School Headteacher	Jane Chew	St Margaret's Nursery	Dec 2016
Primary Community HT (1)	Jeanette Adak	Monkfrith Primary	Sep 2016
Primary Community HT (2)	Helen Schmitz	Cromer Road Primary	Sep 2016
Primary Community HT (3)	Clare Rees	Sunnyfields Primary	Feb 2017
Primary Community HT (4)	Sally Lajalati	Colindale Primary	Sep 2014
Primary Community Gov (1)	Elizabeth Pearson	Holly Park/Livingstone	Sep 2016
Primary Community Gov (1)	Lesley Ludlow (NEW)	Moss Hall Infants	Apr 2017
Primary Community Gov (1)	Catrin Dillon	Martin Primary	Dec 2016
Primary Foundation/VA HT(1)	VACANT		
Primary Foundation/VA HT(1)	Dee Oelman	St Mary's & St John's CE	Sep 2016
Primary Foundation/VA HT(1)	Tim Bowden	Holy Trinity CE	Sep 2016
Primary Foundation/VA Gov (1)	Anthony Vourou	St Johns CE, N11	Sep 2016
Primary Foundation/VA Gov (2)	Saul Smus (NEW)	Pardes House Jewish	Apr 2017
Secondary HT (1)	Seamus McKenna	Finchley Catholic	Nov 2016
Secondary HT (2)	Jeremy Turner	Friern Barnet	Nov 2014
Secondary Governor	Patricia French	St Mary's CE High	Dec 2016
Special School Headteacher	Jenny Gridley	Oakleigh	Sep 2016
Special School Governor	Gilbert Knight (CHAIR)	Oakleigh	Sep 2016
Academy Representative (1)	Michael Whitworth	Wren Academy	Nov 2016
Academy Representative (2)	Angela Trigg	London Academy	Sep 2016
Academy Representative (3)	Kate Webster	Queen Elizabeth Girls	Sep 2016
Academy Representative (4)	Paul Ferrie (VICE CHAIR)	Totteridge	Sep 2016
Academy Representative (5)	Jane Beaumont	Cophall	Jan 2016
Academy Representative (6)	Jack Newton	Grasvenor Infants	Nov 2015
Academy Representative (7)	Derrick Brown	Ashmole Academy	Jan 2016
Pupil Referral Unit	Joanne Kelly	Pavilion PRU	Sep 2016
14-19 Non School Provider	David Byrne	Barnet & Southgate Col	Sep 2016
Private Early Years Provider	Sarah Vlpond	Middlesex Uni. Nursery	Sep 2016
Unions	Keith Nason	National Union of Teachers	Sep 2016
Non-members:			
EFA Observer	Beverley Penneket	EFA	-
Clerk	Sarosh Malik	LBB - CSG	-
Adviser to Schools Forum	Geoff Boyd	Independent Consultant	-
Elected Member	Cllr R Thompstone	Education, Children & Families	-
LBB Officer	Kate Kennally	Director for People	
LBB Officer	Ian Harrison	Director for Education & Skills	-
LBB Officer	Val White	Lead Commissioner	-
LBB Officer	Penny Richardson	SEN Manager	-
LBB Officer	Catherine Peters	CSG Finance Manager	-
LBB Officer	Carol Beckman	CSG – School Funding	-
LBB Officer	Nick Adams	CSG – Financial Services	-

Item 1: Welcome to New Members

No	Name	Representing
1	Lesley Ludlow	Moss Hall Infants
2	Saul Smus	Pardes House
3		

Item 2: Apologies for Absence

	Name	Representing
1		
2		
3		
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12		

Item 3: Declarations of Interest

	Name	Interest
1		
2		

Items 4 & 5: Minutes of the Last Meeting on 4 February 2014 and Matters Arising

Attended	
Members	Anthony Vourou, Governor, St John's Primary, N11
	Clare Rees, Headteacher, Sunnyfields Primary
	Dee Oelman, Headteacher, St Mary's & St John's Primary
	Elizabeth Pearson, Governor, Livingstone Primary
	Gerwyn James, Sub for Patricia French, Governor, St Mary's High
	Gilbert Knight, Governor, Oakleigh Special School (CHAIR)
	Helen Lockham, Headteacher, St Andrew's CofE Primary
	Helen Schmitz, Headteacher, Cromer Road Primary
	Jane Beaumont, Copthall School, Academy
	Jane Chew, Headteacher, St Margaret's Nursery
	Jeanette Adak, Headteacher, Monkfrith Primary
	Jenny Gridley, Headteacher, Oakleigh Special School
	Jeremy Turner, Headteacher, Friern Barnet School
	Joanne Kelly, Headteacher, Pavilion, PRU
	Katalin Aradi, Substitute for Catrin Dillon, Governor, Martin Primary
	Kate Webster, Headteacher, Queen Elizabeth Girls, Academy
	Keith Nason, NUT
	Kim Garrod, Governor, Church Hill Primary
	Paul Ferrie, Headteacher, The Totteridge Academy
	Sally Lajalati, Headteacher, Colindale Primary
LA Officers	Carol Beckman, Finance, LBB
	Catherine Peters, Finance, LBB
	David Monger, Children's Service, LBB
	Ian Harrison, Children's Service, LBB
	Penny Richardson, Children's Service, LBB
	Val White, LBB
Consultant	Geoff Boyd, Consultant
Clerk	Claire Gray, Finance, LBB
1. Apologies for absence	
GK noted the apologies received from Seamus McKenna, Derrick Brown, Tim Bowden and Patricia French.	
2. Declarations of Interest	
None.	
3. Minutes of the previous meeting: 03 December 2013	
GK asked if anything was incorrectly recorded. There were no changes and the minutes were accepted without amendment.	

3.1 Matters Arising	
None.	
4. ITEMS FOR INFORMATION	
4.1 2013/14 Schools Budget Monitoring	Catherine Peters
<p>The month 9 (Quarter 3) schools budget position will be reported to Cabinet Resources Committee (CRC) on 25th February 2014. Members are advised that since reporting the quarter 2 position of a projected underspend, additional expenditure is projected to be incurred in this quarter mainly in the following areas: High Needs & Recouped Academy High Needs funding, growth funding, and 2 year old trajectory expenditure. As a result of these, current projections are indicating an overspend of £250,000.</p> <p>CP and IH confirmed that budget holders are being advised to manage their service where necessary in order to come in on budget.</p> <p>Members are asked to note the current position and to receive further budget reports at future meetings.</p>	
4.2 2014/15 High Needs Funding arrangements	Penny Richardson
<p>IH introduced Penny Richardson, who has been with Barnet as a High Needs Consultant since October, charged with a review of High Needs (HN) capacity, and service transformation in order to achieve full compliance with High Needs place-plus arrangements. PR tabled a paper entitled 'High Needs Funding – An update' and talked through the presentation to members. Local data demonstrates that there has been a greater increase in statemented pupils compared to the increase in the general school population. This has led to a dependency on specialist provision for pupils being taken up outside Barnet, increasing the pressure on spend at a time when budget resources are limited.</p> <p>Part of the review that is being undertaken will clarify the link between the SEN statutory process and funding so that it is more transparent to schools and parents and will provide more robust decision making. In agreement with schools, the review will also determine the local offer – i.e. what is 'ordinarily available' provision that is covered by a school's Notional SEN budget. Consultation with mainstream providers will be undertaken to determine and agree descriptors for 'ordinarily available' provision, and establish agreement and the provision expected from resource provision and Special Schools.</p> <p>A similar system will also need to be developed and put in place for 0 - 5 pupils and 16/19 – 25 in colleges.</p> <p>Work will continue in developing provision descriptors and funding bands in order to establish a coherence of different band values with different provision. However, in order to ensure stability and predictability of HN funding in 2014/15, the current</p>	

funding bands will operate as now until the new banding system is ready for implementation, probably through incremental change as new statements are made or current ones amended.

Further discussions will continue with Headteachers, Governors and SENCOs, particularly at Resource provision and Special Schools, to support drawing up the descriptors and funding bands by provision, moving away from a one size fits all single top up rate so that top up rates will reflect a variety of pupil needs. Schools need to be involved and supported in their discussions with parents, and feedback from schools to the LA will be crucial. Schools Forum members can be provided with updates on this work at future meetings.

A review of current specialist provision is being undertaken by David Monger to inform future provision required and to be commissioned by the Local Authority. VW advised that additional places have been planned recently, e.g. The Orion resource provision and at Oakleigh, but the review is likely to identify further provision that needs to be planned. HL commented that Barnet does not appear to have the capacity to deal with some needs, which leads to pupils accessing more expensive provision elsewhere.

PF asked if these discussions would also take place in relation to on-going commitments with out of borough providers. PR confirmed that they would, but in order to avoid disruption, these discussions are likely to take place at the time of a pupil transferring from one school phase to another.

Members expressed concern that as a result of a number of management changes and restructures within the LA, budget monitoring and control of the HN process had led to higher cost placements. IH advised that a new staffing structure is being developed in order to increase base capacity

5. ITEMS FOR DECISIONS

5.1 Revised 2014/15 Budget

Ian Harrison, Carol Beckman

CB tabled a draft schools budget 2014/15 spreadsheet to replace the one issued in the Schools Forum papers. The totals did not change between the two versions, but the tabled paper includes a comparison with 2013/14 at line item level which the original did not.

In compiling this budget and since the last Schools Forum meeting, the schools block census data has now been confirmed and the HN place return has been submitted to the EFA. However, a number of income items do not get finalised until the later in the financial year. IH reiterated that until such time as Early Years numbers, HN and Post-16 allocations are confirmed, these remain draft budget proposals.

Due to a reduction in income and continuing pressure on high needs, setting a balanced budget has been challenging. Since December, the LA is projecting that 2013/14 expenditure will come in on budget, rather than the previous estimate of a DSG underspend.

Additionally, the expected two year old grant is £1.1m less than expected. In light of these changes, the proposals for distribution of the 2012/13 underspend have been adjusted since the December Forum. Based on previous discussions, the school reorganisation (St Mary's High) figure remains the same, but distribution of the underspend for SEN placements, general contingency and distribution to all schools (including Special Schools) and early years providers has been reduced pro-rata.

In addition, charging part of the nursery school transitional funding to the underspend instead of the base budget has enabled the LA to avoid a reduction in the value of the primary and secondary AWPU, which may become critical should a national funding formula be implemented by the government in future. However, to remain within the available budget, the Minimum Funding Guarantee cap has had to be set at no more than 0.5% gain per pupil.

As a result, the table below shows the revised use of the 2012/13 underspend compared to December proposals:

Item	February Schools Forum	December Schools Forum
Distribution to all schools* and early years providers	£1.100m	£1.500m
Support for SEN placements at independent schools	£0.300m	£0.400m
General contingency	£0.135m	£0.180m
Schools Reorganisation (St Mary's High)	£0.250m	£0.250m
Nursery School Transition	£0.548m	£0.000m
TOTAL	£2.333m	£2.333m

*including Special Schools

KN asked how Nursery Schools will be affected after 2014/15 once their transitional funding is no longer guaranteed. VW advised that any transitional funding provided to the Nursery Schools beyond 2014/15 would need to be found from within the Dedicated School Grant (DSG), but any protection offered will depend on the outcome of the on-going fundamental Early Years review.

CB provided a summary of future funding announcements that will affect Barnet's final DSG allocation. These will be advised to Schools Forum at the meetings in May and July 2014.

Post-16 funding allocations	End of March 2014
Updated HN Block allocation	End of March 2014
Updated Early Years Block allocation	End of March 2014
Updated Early Years Block allocation	July 2014

The Schools Forum was asked to note the tabled draft budget paper and the commentary above, but this will be subject to revision following confirmation of the final DSG for 2014/15 and the final budget outturn for 2013/14.

Members are asked to agree the proposed use of the 2012/13 underspend as detailed above.

Decision: Proposal carried unanimously.

6. Agenda for next meeting

The next meeting is on Wednesday 07 May 2014. The agenda for the meeting was agreed as follows:

1. Apologies for absence
2. Declarations of interest
3. Minutes of previous meeting – 4 February 2014
4. Matters arising
5. Items for information:
 - 5.1 Budget Monitoring – 2013/14 Provisional outturn
 - 5.2 Revised budget for 2014/15
6. Items for decision:
7. Draft agenda for next meeting
8. Any other business

7. AOB

Kim Garrod advised that this is her last Schools Forum meeting as she has resigned as a school governor. Helen Lockham has been appointed to a new post outside Barnet and also advised that she would no longer continue as a member after Easter. GK thanked both of them for their contribution to Schools Forum. CB advised that replacement members would be sought from schools and governors to fill these vacancies as soon as possible.

The meeting closed at 5.40pm.

Item 6.1 Budget Monitoring Schools Budget 2013/14

**Authors: Catherine Peters, Head of Finance, Children & Adults
& Carol Beckman, School Funding Manager**

Introduction

This report shows the provisional outturn which has been reported internally and is presented to Schools Forum to note. Details are contained in Appendix 1.

2013/14 Schools budget

There have been no budget changes since the budget was presented to Schools Forum on 4 February 2013.

However, there have been a number of presentational changes for correction to line numbers. These are shown in the notes to Appendix 1.

2013/14 Schools budget monitoring

The provisional outturn forecasts the position as at the end of February 2014 – the budget is projecting an underspend of £611k.

This is a net position of the following main over and underspends:

S251 Line reference	Main reasons for over/underspend	£'000
1.0.1	January census for early years higher than originally anticipated and full effect of high needs academy recoupment	1,083
1.1.1	Lower call on contingency	(439)
	Prior years accruals relating to SEN inter-authority recoupment	(663)
1.1.3	Salary underspend due to vacant post	(54)
1.2.1, 1.2.2 & 1.2.3	This is the net position relating to top up funding for high needs in <ul style="list-style-type: none"> • maintained provider schools (nursery, primary and secondary) including those who attend out of borough • academy and free schools including those who attend out of borough • independent and non-maintained special schools, pre and post 16 as a result of an increased demand and the cost of placements 	798
1.2.5	Increasing pressure on therapies budget for children with high needs	191
1.2.6	Making Good Progress - no requirement for the budget this year	(44)
1.2.7	Additional costs to the Home and Hospital Tuition team	45

1.3.1	Underspend on payments to providers for two year olds	(1,396)
1.4.2	Salary underspend due to staff vacancies in the Schools Admissions team	(26)
1.4.10	Growth - Underspend based on current commitments	(110)
1.1.8/1.4.1	Net overspend on salaries	4

The quarter three monitoring position which was reported to CRC on 25th February 2014 and discussed at 4 February Schools Forum projected an overspend of £231k.

The projected change which has resulted in reduced spend of £842k between the two periods are mainly due to:

- Prior year accruals relating to SEN inter-authority high needs recoupment no longer required (-£663k)
- Reduced expenditure following SEN statement adjustments for 2013/1 (-£192k)
- ARP top ups updated to take account of out-of-borough children in academies (-£109k)
- Independent special schools day top ups due to reduced number of pupils (-£189k)
- Additional expenditure following the January census for early years (+£330k)

Recommendation:

To note the provisional outturn monitoring position for 2013/14 and to agree to receive the final outturn in July.

Previous reports to the Forum:

- 7 May 2013 noted Dedicated Schools Grant 2012/12 provisional outturn
- 16 July 2013 DSG 2014/15 School Budget Changes and Final Outturn 2012/13
- 1 October 2013 noted for information the 2013/14 Schools Budget
- 3 December 2013 noted the budget monitoring position at quarter two for 2013/14
- 4 February 2014 noted the budget monitoring position at quarter three for 2013/14

Appendix 1 Schools Budget 2013-2014

Schools Budget Monitoring: April 2013 - March 2014

Report to Schools Forum: 7 May 2014

Provisional Outturn 2013-14

25/04/2014

S251 Line	Description	S251	Month 6	Provisional Outturn as at end of February 2014				
		Budget	Revised Budget	Line changes	Note	Revised Budget	Outturn	Variance
1.7.1	Dedicated Schools Grant 2013/14	(270,690,385)	(270,735,421)	0		(270,735,421)	(270,735,402)	19
1.7.3	EFA funding for Post 16 learners	(6,174,468)	(7,096,998)	0		(7,096,998)	(7,096,998)	0
	Total Income	(276,864,853)	(277,832,419)	0		(277,832,419)	(277,832,400)	19
	Payments to Schools							
1.0.1	Individual Schools Budget (before Academy recoupment)	232,783,188	233,705,718	223,333	1	233,929,051	235,011,609	1,082,558
1.1.1	Contingencies	570,261	615,297	0		615,297	175,857	(439,440)
	Dedelegation by schools to LA			0		0	0	0
1.1.2	Behaviour support services	166,631	166,631	0		166,631	166,631	0
1.1.3	Support to UPEG and bilingual learners (Narrowing the Gap)	165,117	165,117	0		165,117	110,124	(54,993)
1.1.5	Insurance	106,769	106,769	(106,769)	2	0	0	0
1.1.8	Staff costs supply cover (including TU Duties)	120,729	120,729	0		120,729	129,066	8,337
	Total Schools block expenditure	233,912,695	234,880,261	116,564		234,996,825	235,593,287	596,462
	High Needs							
1.2.1	Top-up funding – maintained schools	16,028,192	17,219,292	25,155	4	17,244,447	16,150,960	(1,093,487)
1.2.2	Top-up funding – academies and free schools	4,524,151	4,979,291	(113,333)	1	4,865,958	4,962,253	96,295
1.2.3	Top-up and other funding – non-maintained, independent and further education providers	10,451,856	8,805,616	(110,000)	1	8,695,616	10,490,995	1,795,379
1.2.5	SEN support services	3,147,544	3,147,544	12,793	2	3,160,337	3,351,826	191,489
1.2.6	Support for Inclusion	44,000	44,000	0		44,000	0	(44,000)
1.2.7	Hospital Education Services	844,381	844,381	(25,155)	4	819,226	864,664	45,438
1.2.x	Interauthority recoupment			0		0	(663,065)	(663,065)
	Total High Needs Expenditure	35,040,124	35,040,124	(210,540)		34,829,584	35,157,633	328,049
	Early Years							
1.3.1	Central expenditure on children under 5	3,919,272	3,919,272	379,856	2/3	4,299,128	2,903,624	(1,395,504)
	Central Expenditure							
1.4.1	Contribution to combined budgets	1,060,780	1,060,780	(285,880)	3	774,900	771,145	(3,755)
1.4.2	School admissions	364,192	364,192	0		364,192	338,271	(25,921)
1.4.3	Servicing of schools forums	34,680	34,680	0		34,680	34,680	0
1.4.5	Carbon reduction commitment allowances	291,656	291,656	0		291,656	291,656	0
1.4.10	Pupil growth/ Infant class sizes	1,841,454	1,841,454	0		1,841,454	1,731,030	(110,424)
1.4.11	SEN transport	400,000	400,000	0		400,000	400,000	0
	Total Central Expenditure	3,992,762	3,992,762	(285,880)		3,706,882	3,566,782	(140,100)
	Total Expenditure	276,864,853	277,832,419	0		277,832,419	277,221,327	(611,092)
	Balance	0	0	0		0	(611,074)	(611,074)

Notes Budget adjustments since Month 6.

- 1 Transfer from 1.2.2 and 1.2.3 as relates to Academy recoupment
- 2 Transfer from 1.1.5 to 1.2.5 and 1.3.1 as does not relate to de-delegation
- 3 Transfer from 1.4.1 to 1.3.1 as not historically in 1.4.1
- 4 Transfer of top-up element of Hospital PRUs from 1.2.7 to 1.2.1
- 5 Academy recoupment at lines 1.7.1 and 1.0.1 is £70,238,402

Item 6.2 Revised Schools Budget 2014/15

**Authors: Catherine Peters, Head of Finance, Children & Adults
& Carol Beckman, School Funding Manager**

At the end of March Barnet made the official Section 251 (S251) submission to the Department for Education detailing the Schools Budget for 2014/15. The budget submitted was the same as the budget that was presented to the Schools Forum in February 2014 but with a few mainly presentational changes. Please see Appendix 2. The following adjustments were made:

1. The Education Funding Agency notified us of increased Dedicated Schools Grant funding following review of our high needs place return. This is £212,000 which has been placed in contingency.
2. The budget for Hard to Place pupils and Fair Access (£106,500) has been moved from line 1.4.10 to 1.4.13 because this budget is not allowed by the DfE to be included in the Growth Fund.
3. The budgets for high needs top-ups and fees (1.2.1, 1.2.2, 1.2.3) have been reorganised so that the budgets more accurately reflect expected commitments to maintained schools, academies and the independent sector. The net effect is nil
4. The budget for Specialist Packages for Autism (£90,000) was incorrectly shown on line 1.2.5 and has now been move to the correct line – 1.2.3.

Future monitoring reports comparing actual 2014/15 income and expenditure against budget will take the S251 submission as a starting point.

Action: Members are asked to note the changes and review future budget monitoring during the coming year.

Appendix 2 – Schools Budget 2014/15

S251 line	S251 Description	Schools Forum February 2014	Section 251 March 2014	Change
1.0.1	Individual Schools Budget before Academy recoupment	243,359,310	243,359,310	-
1.1.1	Contingencies	385,000	597,000	212,000
1.1.2	Behaviour Support Services	76,326	76,326	-
1.1.3	Support to UPEG and bilingual learners	86,191	86,191	-
1.1.8	Staff costs - supply cover excluding cover for facility time	46,518	46,518	-
1.1.9	Staff costs - supply cover for facility time	46,518	46,518	-
		243,999,863	244,211,863	212,000
	High Needs Budget			
1.2.1	Top-up funding - maintained schools	16,966,667	17,296,449	329,782
1.2.2	Top-up funding - academies, free schools and colleges	5,526,775	6,236,399	709,624
1.2.3	Top-up and other funding - non-maintained and independent providers	12,088,270	11,138,864	(949,406)
1.2.4	Additional high needs targeted funding for mainstream schools and academies	-	-	-
1.2.5	SEN support services	3,163,893	3,073,893	(90,000)
1.2.6	Hospital education services	438,006	438,006	-
		38,183,611	38,183,611	-
	Early Years Budget			
1.3.1	Central expenditure on children under 5	1,254,072	1,254,072	-
	Central Provision within Schools Budget			-
1.4.1	Contribution to combined budgets	777,892	777,892	-
1.4.2	School Admissions	361,200	361,200	-
1.4.3	Servicing of schools forums	34,680	34,680	-
1.4.10	Pupil growth / Infant class sizes	1,959,520	1,853,020	(106,500)
1.4.11	SEN transport	400,000	400,000	-
1.4.13	Other items	140,000	246,500	106,500
		3,673,292	3,673,292	-
1.6.1	Total Schools Budget (before academy recoupment)	287,110,838	287,322,838	212,000
	Reconciliation of Schools Budget			
1.7.1	Estimated Dedicated Schools Grant for 2014-15	(277,562,365)	(277,774,365)	(212,000)
1.7.2	Dedicated Schools Grant b/f from 2013/14	(2,332,981)	(2,332,981)	-
1.7.4	EFA funding (Post 16)	(7,215,492)	(7,215,492)	-
1.7.6	Total funding supporting the Schools Budget 1.7.1 - 1.7.5	(287,110,838)	(287,322,838)	(212,000)
1.8.1	Academy recoupment	73,264,852	73,264,852	-

Item 6.3 Update on the development of High Needs Funding Arrangements

Author: Penny Richardson, Interim Head of Service: Inclusion and Skills

1. This brief report updates members of the Schools Forum on matters that relate to the distribution of the pupil level elements of the High Needs funding block. In particular it deals with progress towards a consolidated framework of top up funding bands for early education settings, mainstream schools, special schools, resourced provisions and pupil referral units.
2. In managing the transition from the current arrangements to new arrangements, care is being taken to ensure continuity in funding and in approach. A recent information bulletin to schools dealt with FAQs on high needs funding. Individually tailored spreadsheets for schools included a worksheet that referred to the values of mainstream top-up funding bands.
3. Top up funding bands are funded at different levels according to settings. Much of this is historic. Some relates to different units of funding to reach indicative hourly levels. The general principle is that there should be coherence in the typical pay levels of staff in settings with the value of the bands.
4. Work is more advanced with special school head teachers where draft descriptors have been used for early modelling and are currently being refined. Structured meetings continue with special school head teachers.
5. Head teachers of schools that host Resourced Provisions met at the end of last term to discuss a range of matters including different levels of top up funding bands. A further meeting is planned where the link between funding bands and the descriptions of commissioned provision will be explored.
6. For early education settings, the provision of early years inclusion funding is now more closely integrated with decision making on additional support for children in schools, with an aim that there will be better continuity of funding and support as children transfer from pre-school education into school.
7. Work on funding bands for pupil referral units is in its early stages with an initial meeting with PRU head teachers planned to explore a specification of provision, and an exploration of what the place element funds and how both schools and the LA can provide top up funding to support a commissioned place.
8. For mainstream schools, current attention is being given to completing the descriptors of the provision that is expected to be normally available for SEN through schools' delegated budgets. This work has become slightly delayed but it is expected that a draft will be circulated to all head teachers through the school circular within the next 3 to 4 weeks.

9. Further work is needed on top-up bands to colleges. The High Needs funding allocations are likely to be driven through the new Education Health and Care Plans, and consideration will need to be given to an alignment with the funding levels that precede post 16 or post 19 education.
10. Attention has also been given to decision making on allocation to schools of funding bands for named pupils. The recent schools bulletin indicated a commitment to strengthen decision making and ensure more robust moderation on decisions for funding and for the statutory process.

A working group

11. There are a number of workstreams that link together, and ensuring the right connections is necessary to provide a coherent framework of top-up funding bands, provision descriptors and guidance to schools and settings. In order to engage dynamically with head teachers with an interest in the overall shape and structure of school funding, as this work progresses, it is suggested that a working group is formed from head teachers, including some from the Schools Forum with a brief to:
 - Provide advice and comments to the Head of Inclusion and Skills
 - Support the development work by forming a focus group with whom officers can explore specific matters that arise
 - Assist in the drafting of guidance to schools and settings
 - Assist in the development of structures to support decision making on the distribution of pupil level funding bands to schools
12. The Schools Forum is asked to nominate up to 6 head teachers to cover all phases and sectors who will be able to make a commitment to attend no more than 5 meetings between now and November and who will have time to assist with some of the work as well as providing advice, support and challenge.
13. A report will be brought to the Schools Forum in the new academic year to set out progress and recommendations for 15/16 financial year.

Action: Members are asked to note progress and accept further reports and recommendations for the 2015/16 financial year. Members are encouraged to join the proposed working group.

Item 7.1 Funding for new schools, expansions and bulge classes in 2015/16

Author: Val White: Lead Commissioner

This report proposes the funding from 2015/16 provided for new schools, new year groups and classes set up to meet the basic need to provide sufficient school places each year.

1. The Barnet population is growing and with it the demand for school places. The pressure is mostly at the youngest age group and new classes have been opened over the past few years to meet this need. In future years these larger year groups will move into the secondary phase.
2. Table 1 below shows the current system for funding expansions, as agreed with the Schools Forum in November 2012. Changes are needed firstly because the Education Funding Agency (EFA) has clarified its funding for opening new free schools and Academies and also because the regulations now require local authorities to fund new schools and new phases by applying the funding formula to estimated pupil numbers, not the previous October's census. Our proposed changes to our local arrangements are set out in Table 2.

Table 1: Existing funding rates for new and expanding schools

	School	Pre-opening		Pupil Funding	
	Category	Primary	Secondary	Primary	Secondary
a.	New school opening	Additional £122,000 pa for two years		£48,000 per new class for autumn and spring terms (academies also receive a pro rata amount for the summer term)	£60,960 per new class for autumn and spring terms (academies also receive a pro rata amount for the summer term)
b.	New phase opening (phase is that of the new classes not the original school)	No startup funding			
c.	New classes – permanent expansion	No startup funding			
d.	New classes - bulge	10,000	No ne		
e.	Schools opening new year groups	No startup funding			

3. As with our current scheme, the proposed funding arrangements are only for mainstream schools and academies which are opened or expanded at the request of the local authority to meet the **basic need for school places for children of statutory school age**. Funding is not available to schools which choose to open or expand for any other reason. The categories of schools which would be eligible for funding in these proposals are as follows:

- a. New schools opening to meet basic need
 - b. Existing mainstream schools opening new phases (primary or secondary) to meet basic need
 - c. Permanent expansions, increasing the number of forms of entry at an existing mainstream school to meet basic need
 - d. Bulge classes – an extra mainstream class which opens to meet basic need and moves through the school but does not affect the usual admission limit of the school.
 - e. Schools opening new year groups – eg independent mainstream schools which are still growing joining the state sector to meet basic need.
4. When agreed these proposals will take effect from 1 April 2015. However we recognise that the new school Millbrook Park and the new all-through school St Mary's and St John's need funding above the current rates and so we intend to apply the new rates to them in 2014/15.
5. These proposals are **not** designed to provide funding to new and expanding special schools, additional resourced provisions, pupil referral units, nursery provision or 6th forms – different funding mechanisms apply to these schools.
6. The proposed new structure for funding is broadly based on that available to free schools from the Education Funding Agency but is not the same.
7. Under the proposals, 3 strands of funding will be available to support new pupil places. These are:
- a. Pre-opening funding – planning and recruitment is required at least a term in advance of a new school opening.
 - b. Growing School Support – in the first years the school funding formula may not generate sufficient to cover the overheads of the school until it is full.
 - c. Pupil funding – funding for teachers, teaching assistants, resources and SEN
8. Growing Schools Support will be provided to eligible schools which can demonstrate their need for support against the following criteria.
- a. Forms of entry
 - b. Size and condition of building
 - c. Capacity for support from a sponsor
 - d. Ability to contain costs
9. We estimate that these proposals will increase the cost of the Growth Fund by around £500,000 in 2015/16 depending on the expansions agreed to meet basic need.

Action: Members are asked to agree the changes and note the increased pressure the proposals will put on future budgets.

7.1 Table 2: Proposed funding rates for new and expanding schools from 2015/16

	School	Pre-opening		Growing School Support			Pupil Funding	
	Category	Primary	Secondary		Primary	Secondary	Primary	Secondary
a.	New school opening	£100,000	£180,000	Year1 Year2 Year3 Year4 Year5 Year6 Year7	£122,000 £40k-£65k £34k-£51k £27k-£41k £20k-£30k £14k-£21k £7k-£10k	£150,000 £70k-£105k £47k-£24k £31k-£46k £15k-£22k n/a n/a	Full funding formula based on estimated pupils and characteristics of a similar school	
b.	New phase opening (phase refers to that of the new classes not the original school)	£50,000	£90,000	Year1 Year2 Year3 Year4 Year5 Year6 Year7	£61,000 £20k-£33k £17k-£26k £14k-£21k £10k-£15k £7k-£11k £4k-£5k	£75,000 £31k-£46k £23k-£35k £15k-£23k £7k-£11k n/a n/a		
c.	New classes – permanent expansion	None	None	-	None	None	£60,000 (to cover Aut & Spr terms)	£80,000 (to cover Aut & Spr terms)
d.	New classes - bulge	None	None	Year 1	£10,000	£10,000		
e.	Schools opening new year groups	None	None	None	None	None	Full funding formula based on estimated pupils and characteristics of a similar school	

Item 7.2: 2015/16 Funding for primary bulge classes which do not fill completely.

Author: Val White, Lead Commissioner

Occasionally schools open bulge classes which do not fill completely or rapidly lose children. The class cannot be closed without disrupting the education of the children in the class and the school and the local authority will take every opportunity to place casual admissions there.

For a small primary school, the overheads of employing the teacher and teaching assistant for a very small class may impact on the school budget because after the first year funding will be based only on those pupils who appear on the census. This affected one school in 2014/15.

Barnet has provided financial support for these schools in the past but since the new funding formula was introduced in 2013, the circumstances and funding levels have been unclear. This paper proposes the funding process to be used from 2015/16.

Eligible schools: primary schools and primary academies which normally take one or two forms of entry only and agreed to take a bulge class in a previous LA financial year. Only the year group with an existing bulge class will be supported, but extra funding is potentially available until the bulge class reaches transfer age (ie the end of Year 2 or Year 6). In the final year the support will be available for the whole year, not just the summer term before the class leaves.

Basis: The additional funding is based on the number of pupils on roll above the maximum number that would normally be in the year group – eg if there were 75 in the year group of a two form entry school, the number of additional pupils would be $75 - (30 \times 2) = 15$. In the table below we call this number 'X'.

Additional pupils (X)	One form of entry	Two forms of entry
1-2	None – the class should close and pupils moved to the other class.	None – the class should close and pupils moved to other classes.
3-4	AWPU x (22-x)	
5-22		AWPU x (22-x)
More than 22	None – funding formula should generate enough to fund the class with a teacher, part time teaching assistant and resources.	

In the example above the additional funding would be $AWPU \times (22-15)$. If the AWPU is £3316 the additional funding would be $3316 \times 7 = £23212$.

The additional funding is not part of the funding formula but will be provided to eligible schools and academies as an additional funding stream and paid by LBB.

Action: Members are asked to agree the proposals to take effect from April 2015.

Item 8: Draft agenda for next meeting: 8 July 2014

1. Welcome to new members
2. Apologies for absences
3. Declarations of interest
4. Minutes of previous meeting: 7 May 2014
5. Matters Arising
6. Items for Information
 - 6.1. Budget Monitoring Schools Budget 2013/14 – Catherine Peters
 - 6.2. Revised Schools Budget 2014/15 – Catherine Peters
 - 6.3. Update of SEN Review – Penny Richardson
7. Items for Decision – to be agreed
8. Draft agenda for next meeting: 8 July 2014
9. Any other business