



Schools Forum

Wednesday 6 November 2019 at 6.00 pm

Room Q309, Queens Park Community School,
Aylestone Avenue, London NW6 7BQ

Membership

Representing

SCHOOL MEMBERS

Nursery

Lesley Benson

Vacancy

Head

Governor

Primary

Martine Clark (Vice-Chair)

Michelle Ginty

Melissa Loosemore

Raphael Moss

Helga Gladbaum

Geraldine Chadwick

Michael Maurice

Narinder Nathan

Tim Jones

Head

Head

Head

Head

Governor

Governor

Governor

Governor

Governor

Secondary

Vacancy

Head (Maintained Secondary)

Special Education Needs

Russell Davey*

Head

Pupil Referral Unit

Vivien Dean

Head

ACADEMY MEMBERS

Primary

Vacancy

Jo Jhally*

Head

Governor

Secondary

Andy Prindiville*	Head
Gill Bal	Head
Gerard McKenna*	Head
Martin Beard*	Governor
Mike Heiser (Chair)	Governor
Titilola McDowell*	Governor

Special Education Needs

Jayne Jardine	Head
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NON-SCHOOL MEMBERS**Early Years PVI**

Paul Russell
Sylvie Libson

Trade Union

John Roche

16-19 Provider Representative

Mark Stacey

For further information contact: Kunwar Khan, Governance Officer
Email: kunwar.khan@brent.gov.uk; Tel: 0208 937 2037

For electronic copies of minutes, reports and agendas, and to be alerted when the minutes of this meeting have been published visit: **democracy.brent.gov.uk**

The press and public are welcome to attend this meeting

Notes for Members - Declarations of Interest:

If a Member is aware they have a Disclosable Pecuniary Interest* in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent and must leave the room without participating in discussion of the item.

If a Member is aware they have a Personal Interest** in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent.

If the Personal Interest is also significant enough to affect your judgement of a public interest and either it affects a financial position or relates to a regulatory matter then after disclosing the interest to the meeting the Member must leave the room without participating in discussion of the item, except that they may first make representations, answer questions or give evidence relating to the matter, provided that the public are allowed to attend the meeting for those purposes.

***Disclosable Pecuniary Interests:**

- (a) **Employment, etc.** - Any employment, office, trade, profession or vocation carried on for profit gain.
- (b) **Sponsorship** - Any payment or other financial benefit in respect of expenses in carrying out duties as a member, or of election; including from a trade union.
- (c) **Contracts** - Any current contract for goods, services or works, between the Councillors or their partner (or a body in which one has a beneficial interest) and the council.
- (d) **Land** - Any beneficial interest in land which is within the council's area.
- (e) **Licences** - Any licence to occupy land in the council's area for a month or longer.
- (f) **Corporate tenancies** - Any tenancy between the council and a body in which the Councillor or their partner have a beneficial interest.
- (g) **Securities** - Any beneficial interest in securities of a body which has a place of business or land in the council's area, if the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body or of any one class of its issued share capital.

****Personal Interests:**

The business relates to or affects:

- (a) Anybody of which you are a member or in a position of general control or management, and:
 - To which you are appointed by the council;
 - Which exercises functions of a public nature;
 - Which is directed is to charitable purposes;
 - Whose principal purposes include the influence of public opinion or policy (including a political party or trade union).
 - (b) The interests of a person from whom you have received gifts or hospitality of at least £50 as a member in the municipal year;
- Or

A decision in relation to that business might reasonably be regarded as affecting the well-being or financial position of:

- You, yourself;
- A member of your family or your friend or any person with whom you have a close association or any person or body who is the subject of a registrable personal interest.

Agenda

Introductions, if appropriate.

Item	Page
1 Apologies for Absence and Membership	
2 Declarations of Interest	
Members are invited to declare at this stage of the meeting, the nature and existence of any relevant disclosable pecuniary or personal interests in the items on this agenda and to specify the item(s) to which they relate.	
3 Deputations (if any)	
4 Minutes of the previous meeting	1 - 12
To approve the minutes of the previous meeting as a correct record.	
5 Matters arising	
To consider any matters or actions arising from the minutes - action point, where relevant, are listed in the minutes under each item.	
Contact Officer: Kunwar Khan, Governance Officer Email: kunwar.khan@brent.gov.uk Tel: 020 8937 2037	
6 Dedicated Schools Grant (DSG) Budget - Monitoring Report	13 - 20
This report provides Schools Forum with an update on the forecast financial position for 2019/20. The position is reported against the budget set in consultation with Schools Forum and submitted to the Department for Education on the Section 251 budget return. For information, the budget is analysed by funding block in appendix 1 of this report.	
Contact Officer: Andrew Ward, Head of Finance - Dena Aly, Senior Finance Analyst Email: andrew.ward@brent.gov.uk , dena.aly@brent.gov.uk Tel: 020 8937 6462, 020 8937 2179	
7 Split Site and Pupil Growth Report	21 - 26
This report provides an update about Split Site and Pupil Growth as requested by the Schools Forum. The report also explains the funding	

criteria and allocation of split site funding in response to previous requests.

Contact Officer: Andrew Ward, Head of Finance - Dena Aly, Senior Finance Analyst
Email: andrew.ward@brent.gov.uk, dena.aly@brent.gov.uk
Tel: 020 8937 6462, 020 8937 2179

8 Dedicated Schools Grant (DSG) Funding 2020/21

27 - 36

The paper informs the Schools Forum about the funding announcements made in September 2019. This report provides information on funding arrangements for the 2020/21 financial year, including the provisional DSG block funding allocations. Schools Forum will need to consider options for the growth fund and whether to consult with all schools on amending the mainstream funding formula.

Contact Officer: Andrew Ward, Head of Finance - Dena Aly, Senior Finance Analyst
Email: andrew.ward@brent.gov.uk, dena.aly@brent.gov.uk
Tel: 020 8937 6462, 020 8937 2179

9 Early Years Sub Group Report

37 - 40

The purpose of this report is to update Schools Forum on the work of the Early Years Task and Finish Group.

Contact Officer: Andrew Ward, Head of Finance - Dena Aly, Senior Finance Analyst
Email: andrew.ward@brent.gov.uk, dena.aly@brent.gov.uk
Tel: 020 8937 6462, 020 8937 2179

10 Any Other Urgent Business

Notice of items to be raised under this heading must be given to the Governance Officer before the meeting.

Date of the next meeting: **Wednesday 11 December 2019 (provisional)**
Wednesday 15 January 2020 (confirmed)



- Please remember to **SWITCH OFF** your mobile phone during the meeting.
- The meeting room is accessible by lift and open for members of the public.

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LONDON BOROUGH OF BRENT

MINUTES OF THE SCHOOLS FORUM held on Wednesday 12 June 2019 at 6.00 pm

PRESENT:

Governors

Mike Heiser (Chair)
Martin Beard
Geraldine Chadwick
Helga Gladbaum
Michael Maurice
Titilola McDowell
Raphael Moss
Narinder Nathan

Head Teachers

Gill Bal
Martine Clark (Vice-Chair)
Michelle Ginty
Melissa Loosemore
Andy Prindiville
Indira Warwick (substitute)

Lead Member

Councillor Agha

Guest

Farzana Aldridge (BSP)

Officers

Brian Grady
Andrew Ward
Dena Aly
Kunwar Khan

1. Apologies for Absence and Membership

Governors

Lesley Benson
Jo Jhally
Tim Jones

Head Teachers

Jayne Jardine
Gerard McKenna (Indira Warwick attended in Gerard's absence)

Special

Kay Charles

Early Years PVI

Sylvie Libson

Paul Russell

Trade Union

John Roche

The Forum noted that there were three vacancies on the Forum - a Nursery Governor; an Academy Primary Head Teacher; and a Maintained Secondary Head Teacher.

It was further noted that Sylvie Libson, Early Years PVI Representative, had emailed to put herself forward for the vacant position of the Academy Governor. The Governance Officer informed the Schools Forum that the Council would publicise the vacant posts and the process to be followed which would include details about the suitability and nomination criteria.

(Action: Kunwar Khan)

2. Declarations of Interest

None.

3. Deputations (if Any)

None.

4. Minutes of the previous meeting

RESOLVED that the minutes of the previous meeting, held on 16 January 2019, be approved as an accurate record of the meeting.

5. Actions arising

The Forum examined the Action Log which had been included in the Agenda pack for the meeting.

In reviewing the action points, it was noted that:

- Updates on Actions 28 to 40 were now completed.
- Action 41 (Agenda Item 6 - DSG Support for Central Education Services 2019/20 from 12 December 2019 meeting - Provide additional information on the way other local authorities used their DSG central support budgets, including the rationale behind allocations and spending about categories outlined in Appendix 1) was in the process of being completed.

(Action: Andrew Ward)

- Action 45 (Agenda Item 7 - DSG Schools Budget Setting from 16 January 2018 meeting - Draft a letter on behalf of the Chair to the DfE addressing the issues outlined in resolution (vii) of Minute Item 7) was outstanding.

(Action: Andrew Ward)

6. Update report on projects commissioned from Brent Schools Partnership

6.1 Raising the Achievement of Boys of Black Caribbean Heritage in Brent Schools

Gail Tolley, Strategic Director Children and Young People, Brent Council, introduced the report which provided an update from the Brent Schools Partnership (BSP) on the actions taken and progress made since September 2018, following the launch of the *Raising the Achievement of boys of Black Caribbean heritage in Brent Schools* project.

It was noted that BSP were commissioned to implement this project with funding agreed by the Schools Forum. The report was in line with the recommendation in the Schools Forum report of the 20 June 2018, that Schools Forum receives six-monthly reports on the use and deployment of the allocated spend and the resulting impact on securing improvement for this group of pupils. After a brief introduction, Gail Tolley, handed over to Farzana Aldridge (BSP Strategic Director) to present the report.

In summarising, Farzana Aldridge highlighted the following key points:

- On 20th June 2018, Schools Forum agreed to allocate a total budget of £564,750 over two years to the BSP to deliver the proposals set out in the report. The funding allocated for the two years was broken down as £359,500 (2018-19) and £205,250 (2019-20).
- Section 3.7, featured what the funding was approved to deliver:
 - a) A supported rigorous and robust analysis of the performance of pupils of Black Caribbean heritage, and the effectiveness of key aspects of schools' practice to ensure pupils of Black Caribbean heritage achieve well.
 - b) The designation of a Black Caribbean Achievement (BCA) Champion in every school in Brent for two years.
 - c) A programme of half-termly training for the BCA Champion to ensure a high level of skills and competencies to deliver the role effectively leading to a real impact on outcomes in schools.
 - d) A programme of subsidised training for groups of staff and school governors.
 - e) The development of online resources for parents on strengthening their role and contribution to improving their children's learning and progress and reducing the likelihood of their children being excluded from schools. This would provide links to opportunities for accreditation, face-to-face advice and workshops.
 - f) Leadership and management of the overall BCA strategy, including regular collation and analysis of the attainment and progress of pupils of Black Caribbean heritage.
- A separate monitoring and tracking Board, in addition to regular reporting to the Schools Forum, was in place and details were also shared with the Board Members for enhanced transparency and accountability.

In considering the report, the Forum posed the following questions and made a number of comments:

- The initiative was welcomed. It was queried whether there was any in-depth analysis in relation to good quality Early Years (EY) support and opportunities for children of Black Caribbean heritage. A Forum member commented that it was important that EY provision be properly funded and monitored to avoid other cohorts of children performing below their potential.
- Gail Tolley informed the Forum that almost all Early Years provision in Brent had been judged Good or Outstanding by Ofsted. She added that this programme was one part of a wider series of activities aimed at improving take-up of Early Years places across all groups and supporting the achievement of boys of Black Caribbean heritage.
- In response to a question about how often the BSP met with Black Caribbean parents, it was noted that although BSP did not work directly with the parents it engaged parents to understand the system's potential gaps. Two meetings had been held by BSP with parents of Black Caribbean heritage, which were attended by 60-80 parents with strong and diverse views. Schools were being engaged with an offer of support and constructive challenge. However, the BSP had no statutory mandate to make people engage.
- A concern was raised that some schools had been asked to provide data of children from other ethnic groups rather than boys of Black Caribbean heritage. Farzana Aldridge said she would review communications but reiterated the focus of the project and data provided should refer to the school's pupils of Black Caribbean heritage. In relation to section 3.4 of the report which highlighted the significant 'variability' of relevant monitoring data by schools, some clarity was requested. In response, it was noted that recording and categorisation of ethnicity were set out by the Department for Education (DfE). Identification of ethnicity was a complex and nuanced area with consideration needing to be given to dual/multiple heritages and the principle of self-identification as the basis for all ethnicity recording.
- BSP had to rely on the data provided by the schools as they did not have the capacity to check and scrutinise the data.
- Another issue was the persistent absence of pupils from schools and it was noted that the Local Authority and the DfE would be drilling into this.
- The Audit Framework could be applied to any group but the current project was specifically focussed on boys of Black and Caribbean heritage.

As no further issues were raised the Forum thanked officers for the report.

RESOLVED that the Schools Forum note the report, and as appropriate, would seek further information from the BSP Strategic Director.

(Action: Brian Grady and Farzana Aldridge)

6.2 **Strengthening Leadership Development and Succession Planning in Brent Schools**

Gail Tolley, Strategic Director Children and Young People, Brent Council, briefly introduced the report. She handed over to Farzana Aldridge (BSP Strategic Director) to respond to any questions.

Farzana Aldridge (BSP Strategic Director) underlined the following key points during her update:

- The report provided an update from the Brent Schools Partnership (BSP) on the actions taken and progress made since September 2018 following the launch of the Schools Forum funded '*Leadership Development and Succession Planning in Brent Schools*' and the relevant sections in the report provided the details.
- Several schools put forward multiple applications for places on the programmes. Applications were considered based on the quality of applications rather than coverage of schools in Brent. However, all schools with applicants for a place in one of the programmes were successful in securing at least one place.
- In addition to Brent headteachers developing and delivering the targeted leadership programmes, two external organisations had been contracted to secure the necessary capacity and wider expertise to deliver programmes of the highest quality and to cover each of the agreed strands of the programmes. The strands consisted of leadership development sessions, personalised coaching, shadowing/placements and a residential experience - the feedback had been positive.
- The Leadership Charter was a work in progress.
- A breakdown of expenditure was provided and there was some movement within some headings.
- Appendix 1 - Professional commitment agreement between successful candidates with a place on one of the LD programmes and their school - highlighted the commitment to remain in Brent, it was important that Brent (schools and parent/residents) benefited from the work.

In considering the report, the following comments and queries were noted:

- Forum members were pleased to see Brent investing in leadership.
- Members commented that a robust way to evaluate the project would need to be put in place.
- In response to a query about what percentage of schools were from outside the Brent Schools Partnership (BSP) and fair distribution of funds, it was noted that all state-funded headteachers were invited - many non BSP schools were present - at least 4 non-BSP members were benefitting from

the project including audit and CPD opportunities and the programme was completely open.

- A follow-up event was hosted for Jewish headteachers as the first one clashed with a Jewish religious day.
- All the hard work being done behind the scenes, including by volunteers was appreciated.

The Chair thanked the Schools Forum, Gail Tolley and Farzana Aldridge (BSP Strategic Director) for their comments and contributions.

RESOLVED that Schools Forum note the report, and would receive the next report in six-months' time.

(Action: Brian Grady and Farzana Aldridge)

7. 2018/19 Dedicated Schools Grant (DSG) Schools Budget Outturn and Schools Balances

Andrew Ward - Head of Finance, Children & Young People, Brent Council - introduced the report which set out the final DSG outturn against the agreed budget for 2018/19, together with, providing detail on the overall £1.4 million overspend.

Dena Aly, Senior Finance Analyst, Brent Council, informed the Forum that the maintained school balances had increased by £0.9 million from £15.8 million during 2017/18 to £16.7 million during 2018/19 (Appendix B). It was noted that maintained schools received £1.2m of the £2.5m reserve funding added to the funding formula for 2018/19.

In considering the report, the following key points and comments were noted:

- The Dedicated Schools Grant (DSG) budgets overspent by a total of £1.4 million in 2018/19. This was primarily due to a £3.1m overspend on the High Needs block which was partially offset by underspends in the Schools block, Early Years block and Central Services block. The High Needs block experienced demand-led overspends on top-up funding to mainstream settings, residential and independent settings, and post-16 providers.
- The underspend in the Early Years block was due to an underspend on nursery provision for 2, 3 and 4-year-olds, and a planned underspend on central budgets. The Schools block underspend was due to an underspend on the growth budgets. In addition to the £1.4m overspend, there was planned use of DSG reserves totalling £4.1m in 2018/19. Therefore, in 2018/19, the DSG reserves balance reduced from £7.8m to £2.4m as highlighted in section 10.3 and table 3 in the report.
- The schools funding formula for 2018/19 was set in December 2017 ahead of the final DSG budget being confirmed in February 2018. The DfE recoup formula and high needs place funding for academies and fee schools, and pay these directly to them. The total gross 2018/19 DSG allocation for Brent

was £312m, of which £118m was recouped/deducted by the DfE (Department for Education).

- The Dedicated Schools Grant (DSG) expenditure budget totalled £315m which was supported by £312m of grant income and £3m of DSG reserves released in consultation with Schools Forum as one-off funding.
- The £315m represented the total cost of funding education to Early Years and school age pupils in the borough before recoupment of funds by the Department for Education to fund the borough's Academies. In addition, £3.5m of sixth form funding was received and passed onto maintained schools with sixth form provision - Appendix A provided the detailed budget.
- Overall, the DSG was overspent by £1.4m but within this, there were large variations on the High Needs block and the Pupil Growth Fund. The overspend could be met from DSG reserves in 2018/19, but the growing cost of High Needs provision was a serious concern for future years and might deplete reserves by the end of 2019/20.
- Concerning Schools Expenditure, sections 5, 6 and 7 of the report provided further details to the Forum.
- With regard to pupil growth, there was an underspend against the growth contingency budgets. These budgets were prudently set aside for localised primary growth, for the demographic bulge in secondary phase pupil numbers, and included £0.8m spent on supporting the projects supporting newly arrived pupils from overseas. The budget underspent by £1.3m in 2018/19, had been rebased for 2019/20. The underspend on growth budgets partially compensated for the overspend on high needs, with DSG reserves meeting the balance of the High Needs pressures.
- A main cost driver for the High Needs block was the increasing number of Education Health and Care Plans (EHCPs). These plans specify the amount and type of support a pupil with SEND required and therefore largely dictate the cost. The number of EHCPs increased by 200 in 2018/19 from 2,000 to 2,200, which represented a 10% increase, despite the overall pupil population remaining broadly the same. The average cost of funding the services required by an EHCP was £20k, in a range from £11k to £63k with an average cost of different EHCP placements illustrated in table 2 of the report.

In response to a comment that Local Authority Schools could face serious financial difficulty as a result of the current funding situation, together with, an enquiry whether DfE were truly listening to concerns, Gail Tolley informed Schools Forum that the DfE was beginning to recognise the evidence-based lobbying. She asked the Schools Forum members to use their own professional and community networks to push the message that this issue required urgent attention by central Government.

In response to a query that there appeared to be significant difficulties ahead in 2020 and whether this had been picked up earlier in the three-year budget

forecast, it was noted that the full budget details were recently received and the financial uncertainty was recognised. In addition, it was clarified that there were no known plans for financial claw-back and the average school balance was 12% of annual income.

Based on the information and budget numbers available, Forum members observed that there appeared to be significant financial concerns in 2020 - a number of Forum members commented on the serious financial situation and enquired as to what measures could be/were being taken. In response, Gail Tolley, provided the Forum with a London-wide context where 24 local authorities overspent on their High Needs block in 2018/19, 13 of those had a deficit budget and were obliged to submit a recovery plan to the DfE. It was reiterated that this was a national issue Brent was comparatively in a better situation than most authorities but it was not a sustainable situation. Gail Tolley added that strong lobbying was being undertaken by both officers and politicians, and Brent Council had also contributed to a London Councils paper on this issue since reserves would be inadequate to cover this shortfall. A paper was also to be presented to the Council's Corporate Management Team on this topic.

RESOLVED that the Schools Forum note the report, and further updates to be provided at future Schools Forum meetings.

(Action: Andrew Ward)

8. 2019/20 Dedicated Schools Grant Schools Budget Outlook

Andrew Ward - Head of Finance, Children & Young People, Brent Council - introduced the report setting out the budgetary issues that Schools Forum would need to consider when planning the Dedicated Schools Grant (DSG) budgets for future years.

In considering the report, the following key points and comments were noted:

- A check on the funding formula showed that there was an error in adjusting pupil numbers for pupil growth from September to March. For example, where an additional class was expected in a school, 30 pupils were added to the Number on Roll, however, as the growth would only be for the 7 months from September to March, the 30 pupils needed to be scaled back by 7/12ths. This only applied to specific schools where the Council was aware of planned growth. It had a minor knock-on effect for other schools, as the adjustments meant that the per pupil funding could be increased slightly therefore the total allocated via the funding formula remained at £226.88m.
- The Forum noted that the Table 1 on page 50 of the report illustrated the details of the funding formula whereas sections 4.3 and 4.4 dealt with the funding for the two innovative Schools Forum approved projects for raising attainment for boys of Black Caribbean heritage and strengthening school leadership and succession planning, into the prescribed national funding framework.
- In response to a query about the risk of non-payment of the contribution to the Schools Forum approved projects by Academies, Andrew Ward stated

that this was less of a risk although it was possible. There was no indication that this risk would materialise and the Council was working constructively with schools. An arbiter process was also in place but such a scenario was not envisaged based on the information available.

- In relation to unfunded cost pressures, such as pay rises and increased pension contributions for support staff, it was noted that the government was funding the teachers' pay rise using a separate grant for 2019/20. In addition, funding for the increase in the employer's contribution to the Teacher's Pension scheme was expected to be a separate grant to the DSG. For 2020/21 it may be the case that these grants would be mainstreamed into the DSG, and if so an equitable way of adding these sums to the local funding formula would need to be agreed.
- It was highlighted that it might be useful to look at the Government's Schools Resource Management links that provided very useful information and resources at <https://www.gov.uk/guidance/school-resource-management-checklist>
- In response to queries about the previously agreed split site funding information, it was noted that this could be looked at in budget management papers and/or by the Task and Finish Group.

(Action: Andrew Ward)

RESOLVED that Schools Forum approve the funding arrangements for the projects commissioned from the Brent Schools Partnership (BSP) in 2019/20 and 2020/21.

9. Update on take-up of the extended 30-hours entitlement and wider Early Years entitlements in Brent

Brian Grady, Operational Director, Safeguarding, Partnerships and Strategy Children and Young People, Brent Council, introduced the report setting out the statutory entitlement to 30-hours of free childcare and early education for all 3 and 4-year-olds from working families that took effect on 1 September 2017. The report also highlighted 30-hour places that had been delivered in the borough alongside the existing free early education entitlements for eligible 2-year-olds and all 3 and 4-year-olds.

The Forum reviewed the update on take-up of the free entitlement to 30-hours places in Brent as well as take-up of the 2-year entitlement and the universal entitlement to 15-hours free early education for all 3 and 4-year-olds.

In considering the report, the following comments and points were noted:

- In relation to challenges about the take-up, it was noted that the paper was discussed by the Early Years Task and Finish Group on 27 March 2019 where the experience of offering 30-hours places was discussed, with some members of the group reporting that delivery of these places was a struggle. It was acknowledged however that there were also other providers in the borough who had advised that delivering 30-hour places had been a success and helped their sustainability significantly. It was also noted that while take-

up of the two-year entitlement and the universal 3 and 4-year entitlement were still below London and national averages, take-up of the 30-hour entitlement had been consistently high in Brent since the roll-out in September 2017. Appendix 4 provided the breakdown of take-up by ward for the 2017-2018 academic year.

- A School Forum member enquired about Information and data on 2-year-olds which they felt should also be considered if available.
- In relation to comments about more marketing and awareness being helpful to increase the take-up, it was noted that the take-up for the 30-hour entitlements had been consistently strong in the borough with take-up in all terms, except one, exceeding the outer London average. Early difficulties with access to the HRMC online application system had largely been addressed and the Local Authority had received no recent feedback from families indicating that they had experienced problems with using this system. Promotion for the 30-hour free entitlements was ongoing and progress against take-up targets for this entitlement was positive. Notwithstanding this, anecdotal feedback from parents indicated that some were choosing not to take-up their full entitlement. Parents reported that this was for a variety of reasons including a desire to spend time at home with children and a feeling that children were of an age when long hours at a nursery might not be appropriate. The Borough had also received a congratulatory letter from the relevant Minister about the local take-up rate.
- Innovative work was taking place to engage employers in the childcare agenda and this had resulted in a number of Brent employers making changes to their recruitment practices and provision of information to their employees to enable them to access childcare to meet their needs. Alongside this, the Early Years, Quality Improvement and Early Years Inclusion Support teams were involved in targeted work in wards/areas to raise the profile of early learning (both in the home learning and formal childcare setting). These initiatives were however subject to the Forum approving ongoing funding.
- The Chair requested a further update report from the Early Years group at the next meeting.

RESOLVED that:

- i. The Schools Forum note the contents of the paper as an update from that presented in a paper to Schools Forum in June 2017; and
- ii. An update from the Early Years group be presented at the next Schools Forum meeting.

(Action: Andrew Ward)

10. **Scheme for Financing Schools and Financial Regulations**

Dena Aly, Senior Finance Analyst, Brent Council, presented the report detailing the changes to be implemented to the Scheme for Financing Schools and the Schools Financial Regulations, which would become effective from 1 April 2019.

During the discussion, the following points were noted:

- All changes applied in the revision were in line with the February 2019 Department for Education Scheme for Financing Schools (Statutory Guidance) issued to local authorities, changes to the Local Authority's regulations, the EU Public Procurement Regulations and all relevant regulations.
- The 2019-20 Scheme for Financing Schools was attached as Appendix A to the report, with the summary of changes detailed in Appendix B. The 2019-20 Schools Financial Regulation was attached as Appendix C, with the summary of changes being detailed in Appendix D.
- The Forum noted that the changes would become effective immediately after consultation with Schools Forum.
- The attention of the Forum was drawn to Appendix B, section 3.6 on page 125 of the report about the changes to the use of credit cards by schools which stated 'if the schools opt to use credit cards or charge cards, no interest should be incurred by the school, with balances fully cleared on a monthly basis'.
- In addition, a reference was made to the High Value Contract classified between £2m to £5m. In relation to contractual value, the Chair requested that the upper limit to the value be clearly stipulated.

(Action: Andrew Ward)

RESOLVED that, subject to the comments highlighted above, the Schools Forum approve the amendments to the Scheme for Financing Schools 2019-20.

11. **Any Other Urgent Business**

None.


12. **Next Meeting**

6 November 2019.

The meeting was declared closed at 7:41 pm.

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 Brent	Schools Forum 06 November 2019
	Report from the Strategic Director of Children and Young People
DSG Budget Monitoring Report	

Wards Affected:	All
Key or Non-Key Decision:	N/A
Open or Part/Fully Exempt: (If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)	N/A
No. of Appendices:	Appendix 1 - DSG Block Budgets Appendix 2 - DSG Budget Monitor
Background Papers:	Prior financial reports to Schools Forum.
Contact Officer(s): (Name, Title, Contact Details)	Andrew Ward, Head of Finance - CYP, 0208 937 6462 Dena Aly, Senior Finance Analyst - CYP, 0208 937 2179

1. Purpose of the Report

1.1. This report provides Schools Forum with an update on the forecast financial position for 2019/20. The position is reported against the budget set in consultation with Schools Forum and submitted to the Department for Education on the Section 251 budget return. For information, the budget is analysed by funding block in appendix 1 of this report.

2. Recommendation

2.1. Schools Forum is asked to note this report.

3. Summary

3.1. The increased demand for High Needs provision means DSG expenditure will exceed income by a forecast £3.5 million in 2019/20. This will eliminate the remaining reserves of £2.5 million and put the DSG into a deficit position of at least £1 million by the end of the financial year.

3.2. The financial monitoring of the 'DSG Schools Budget' is presented in Appendix 2. The 'Actual to P5' column represents the spend to date as of the 31st August 2019, and the forecasts provided are those prepared during September 2019. This is therefore an early forecast position and the monitoring will be refined later in the Autumn term.

4. DSG Income

- 4.1. There are some variances on block income compared to the budget set, though the largest, the mainstream Schools Block income is forecast to budget at £231 million.
- 4.2. The most significant variance is on the Early Years Block, where the provisional 2019/20 allocation has been reduced by £0.8 million following confirmation of the January 2019 Early Years census. The lower income reflects lower numbers in Early Years provision. This variance should therefore be offset by reduced spending on Early Years provision as this will also reflect the lower numbers of children.
- 4.3. The High Needs Block varies slightly due to a late change to the import and export adjustment, which accounts for place funding for Brent pupils in other local authority areas. Allowing for the recoupment adjustment the forecast income for the block will exceed the budget set by £63k.
- 4.4. In total the forecast is that income will be £0.76 million less than budgeted for.

5. Schools Block Expenditure

- 5.1. Although the mainstream funding formula has not been changed there is a variance of £0.5 million against the net position of the funds allocated to schools (£228 million).
- 5.2. The recoupment figure of £114m is reduced by a growth factor of 0.4m. This is due to the timing difference between Academy and Local Authority financial years. Funding for 2019/20 is based on October 2018 census data, which means a time lag of 7 months till the Council's financial year begins, but a lag of 12 months for Academies. Recoupment covers 12 months of growth funding (allocated in the funding formula as planned pupil number variations) for Academies but it would not be fair or equitable for a Local Authorities DSG Schools Budget to fund growth for the 5-month difference between the financial years. This adjustment therefore creates a budget variance which offsets some of the spend from the growth fund.
- 5.3. There is also potential for some variance when changes are made to the National Non-Domestic Rates allocations. The original allocations were prudently estimated for the funding formula in February 2019. This was to ensure that overall there was enough funding to cover any increases in the cost of NNDR, following any revaluations that take place in 2019/20. Although revaluations can take place right up to the year end, schools' funding has been updated following confirmation of NNDR charges, leading to a forecast underspend on the mainstream schools funding budget lines of £0.1 million. The principle remains that all schools are funded at cost for their NNDR charges.
- 5.4. The growth fund budget of £1.4M is intended to cover the cost of the CAFAI arrangements for new arrivals to Brent schools, plus the impact of rising rolls in schools as pupil numbers grow. It should be noted that planned expansions for Secondary schools are dealt with in the first year by a pupil number variation in the mainstream funding formula and not double funded as rising rolls. Previous commitments for Primary schools that expanded are also being honoured via pupil

number variations. Nevertheless, the increase in secondary phase pupils, funded at approximately £5k each, means a forecast £1.4 million will be spent on funding rising rolls. The cost of the CAFAI provision will be just under £0.8 million in this financial year. The overspend on the growth budget will therefore be £0.8 million.

6. High Needs Block Expenditure

- 6.1. Place funding of £7 million will be recouped from the block and allocated to Academy Special provisions, but this is in line with the total place funding budgeted for and will not cause a variance against the total £8.8 million place funding budget.
- 6.2. As of September 2019 there were a total of 2,291 EHCPs for Brent pupils in all settings. The financial forecasts are that top ups across all schools and settings which are educating these pupils will total £42.5 million. This equates to an average top up cost of £18.5k. Top ups vary from £10,000 in mainstream settings to £80,000 in specialist independent residential settings. The overspend on top ups is £1.5m, but there is a risk this will grow as more EHCPs requested by schools require funding as the year progresses.
- 6.3. These headline forecasts compare to an average of 2,100 EHCPs for the 2018/19 financial year at a cost of £20k totalling £42 million. This suggests the average cost of a top up has reduced slightly, which is consistent with the steps to increase in-borough provision. It also demonstrates that the principal driver of increased costs is the total number of pupils with EHCPs. Despite there being little change in the 2-19 years' population in Brent in the last 2 years, the number of EHCPs has continued to grow. There have been notable increases in Post 16 provision, where young people with SEND can remain in education provision until they are 25 years of age, and in the reception year group despite a reduced total reception cohort across the borough in 2019/20.
- 6.4. The increased demand has had knock on effects on other areas of the High Needs Block such as the speech and language therapy budgets and the Education Psychology service budget which are both forecasting overspends. In total these SEN High Needs budgets are forecast to overspend by £0.5m.
- 6.5. This brings the total forecast overspend for the High Needs Block to £2m more than the budget set. It should be noted that at £60.6m the forecast expenditure for High Needs actually exceeds the High Needs Block income by over £4m, and that the budget is supported in 2019/20 by £1.1m (or 0.5%) of Schools Block income and by £1.5m of DSG reserves.

7. Central Block

- 7.1. The Central Block of the DSG (£2.4m) funds central services for schools. This also includes a set contribution towards pension strain costs for former school employees of £600k, and is a long term annual commitment.
- 7.2. There are forecast underspends of £0.2m on the cost of the admissions service, which follows team restructures and system changes relating to improvements in the digital delivery of admissions support.

8. Early Years Block

8.1. The Early Years Block is the most self-contained of the 4 blocks, and totals £23 million. 95% of this block income is passed onto providers, and little variance is expected on the remaining 5% which forms the central expenditure budgets. The 95% allocated out should be broadly in balance with the block grant income received. However, the amounts actually paid to providers are expected to exceed the income slightly as a result of supporting providers by maintaining 2-year-old provision at £6 per hour, a higher rate of funding than that received by the DfE.

8.2. The numbers of 3 and 4 year olds accessing provision are seasonal, peaking in the summer, but if on average the numbers are consistent with the January 2019 census, then there will be a variance against the funding budget which is in line with the variance on the Early Years block income line. For this reason, an underspend against budget of £0.8 million is forecast.

9. Financial Implications

9.1. The financial implications have been detailed in the body of this paper.

10. Legal Implications

10.1. There are no legal implications for this report.

11. Equality Implications

11.1. Not applicable.

12. Consultation with Ward Members and Stakeholders

12.1. Not applicable.

13. Human Resources/Property Implications (if appropriate)

13.1. Not applicable.

Report sign off:

Gail Tolley

Strategic Director of Children and Young People

Appendix 1 - Breakdown of DSG Schools Budget 2019/20 by Funding Block

Tue 01 October 2019		Schools Block	High Needs Block	Early Years Block	Central Block	Other funding	Total Budget	Commentary
		£'000	£'000	£'000	£'000	£'000	£'000	
Income: School Funding								
Dedicated Schools Grant	Schools Block	(231,026)					(231,026)	
	Schools Block Recoupment						0	
	High Needs Block		(56,223)				(56,223)	
	High Needs Block Recoupment							
	Early Years Block			(23,414)			(23,414)	
	Central School Services Block				(2,374)		(2,374)	
Sixth Form Funding	Sixth Form Funding					(3,581)	(3,581)	
Total Schools Funding		(231,026)	(56,223)	(23,414)	(2,374)	(3,581)	(316,618)	Allocations as at Feb 2019
Expenditure: Schools Block								
Individual Schools Budget	Primary Schools	126,066					126,066	
	Secondary Schools	84,282					84,282	Budgets as per Funding Formula less de-
	All-through Schools	17,051					17,051	delegations and education functions support
	School block recoupment							
De-delegated Items	Contribution to combined budgets	610					610	Education Functions support
	Contingencies	190					190	
	Staff costs - Maternity, Paternity and Facilities	245					245	
	Pupil Growth/Out of school places	1,400					1,400	Funds CAFAI and Rising Rolls
	Assessment of FSM eligibility	27					27	
Total Expenditure: Schools Block		229,871	0	0	0	0	229,871	
Expenditure: High Needs Block								
Place funding	Place Funding		8,849				8,849	
	High Needs block recoupment							
Top-up and Targeted funding	IB ARP		1,408				1,408	
	IB Mainstream		4,991				4,991	
	IB Mainstream + special		18,489				18,489	
	IB Special		1,328				1,328	
	OB Mainstream		1,847				1,847	
	OB Special, OB ARP, OB PRU		1,823				1,823	
	Independent Day		6,305				6,305	
	Independent Residential		1,000				1,000	
	Residential and independent settings		1,010				1,010	
	Post 16		2,050				2,050	
SEN Support Services	Education Otherwise/ Awaiting Placement		775				775	
	Early Years Inclusion Fund		1,128				1,128	
	SEN Services		5,587				5,587	
	Support for Inclusion		1,000				1,000	
	SEN Transport		1,076				1,076	Contribution towards SEND transport costs

These budgets fund Top ups across all of the various settings. They total £41m.

Appendix 1 - Breakdown of DSG Schools Budget 2019/20 by Funding Block


		Schools Block	High Needs Block	Early Years Block	Central Block	Other funding	Total Budget	Commentary
Tue 01 October 2019		£'000	£'000	£'000	£'000	£'000	£'000	
Total Expenditure: High Needs Block		0	58,667	0	0	0	58,667	
<u>Expenditure: Early Years Block</u>								
Early Years Entitlement	2 Year Old Nursery Education			3,593			3,593	
	3 and 4 Year Old Nursery Education			18,305			18,305	
	Early Years Pupil Premium			74			74	
	Early Years Panel Funding			542			542	
	Early Years Central Expenditure			1,124			1,124	
Total Expenditure: Early Years Block		0	0	23,638	0	0	23,638	
<u>Expenditure: Central School Services Block</u>								
Central Provision	Contribution to combined budgets				804		804	Historic commitments
	Licences/Subscriptions				214		214	
	School Admissions				689		689	
	Servicing of Schools Forum				10		10	
	Termination of employment costs				604		604	Historic commitment
Total Expenditure: Central School Services Block		0	0	0	2,320	0	2,320	
<u>Other Expenditure:</u>								
Sixth Form Funding	6th Form Schools					3,581	3,581	Provisional 6th form funding budget
Total Other Expenditure		0	0	0	0	3,581	3,581	
Total Expenditure		229,871	58,667	23,638	2,320	3,581	318,077	
Balance		(1,155)	2,444	224	(54)	0	1,459	Budget balanced by drawing down on £1.5m of reserves
	Block transfers and offsetting	1,155	(1,155)	(54)	54		0	
	Funded from Reserves						1,459	
						-	0	

Appendix 2 - Budget Monitoring for 2019-20 Dedicated Schools Grant and Sixth Form Funding

Description		Total Budget	Actual to P5	Forecast	Variance	Commentary
Tue 01 October 2019		£'000	£'000	£'000	£'000	
Income: School Funding						
Dedicated Schools Grant	Schools Block	(231,026)	(50,776)	(116,353)	114,673	
	Schools Block Recoupment	0	0	(114,673)	(114,673)	
	High Needs Block	(56,223)	(12,357)	(49,133)	7,090	
	High Needs Block Recoupment			(7,153)	(7,153)	
	Early Years Block	(23,414)	(5,146)	(22,593)	821	Current allocation for Early Years, the reduction is due to lower census in Jan 2019
	Central School Services Block	(2,374)	(522)	(2,374)	(0)	
Sixth Form Funding	Sixth Form Funding	(3,581)	(940)	(3,581)	0	
Total Schools Funding		(316,618)	(69,740)	(315,860)	758	
Expenditure: Schools Block						
Individual Schools Budget	Primary Schools	126,066	39,857	100,379	(25,687)	
	Secondary Schools	84,282	7,499	11,834	(72,447)	These variances relate to recoupment and NNDR and growth funding adjustments. The net spend is £0.5m less than budget.
	All-through Schools	17,051	0	0	(17,051)	
	School block recoupment		0	114,673	114,673	
De-delegated Items	Contribution to combined budgets	610	72	610	0	
	Contingencies	190	(249)	190	0	
	Staff costs - Maternity, Paternity and Facilities	245	20	227	(18)	
	Pupil Growth/Out of school places	1,400	606	2,205	805	The forecast includes the cost of CAFAI provision, and rising rolls payments to secondary schools. This is partially offset by the growth adjustment to the recoupment figures above.
	Assessment of FSM eligibility	27	0	26	(1)	
Total Expenditure: Schools Block		229,871	47,805	230,144	273	
Expenditure: High Needs Block						
Place funding	Place Funding	8,849	1,029	1,696	(7,153)	
	High Needs block recoupment			7,153	7,153	Place funding for Academy Special provision is recouped
Top-up and Targeted funding	IB ARP	1,408	675	1,408	0	
	IB Mainstream	4,991	1,826	3,600	(1,391)	
	IB Mainstream + special	18,489	6,921	18,301	(188)	
	IB Special	1,328	553	1,328	0	
	OB Mainstream	1,847	(408)	2,000	153	These are indicative forecasts totalling £42.3m across these budget lines. The forecasts are based on average cost of 2223 EHCPs across the various settings, as at the end of August 2019. There remains a risk that the total number of EHCPs continues to rise through the year, further increasing spending.
	OB Special, OB ARP, OB PRU	1,823	72	3,500	1,677	
	Independent Day	6,305	3,560	6,250	(55)	
	Independent Residential	1,000	473	1,300	300	
	Residential and independent settings	1,010	0	1,010	0	
	Post 16	2,050	1,009	3,100	1,050	
SEN Support Services	Education Otherwise/ Awaiting Placement	775	187	505	(270)	
	Early Years Inclusion Fund	1,128	371	1,128	0	Potential underspend to be monitored
	SEN Services	5,587	2,684	6,191	604	Increased demand for Ed Psych and SALT support
	Support for Inclusion	1,000	183	1,001	0	
	SEN Transport	1,076	27	1,193	118	Increased demand
Total Expenditure: High Needs Block		58,667	19,162	60,663	1,996	

Appendix 2 - Budget Monitoring for 2019-20 Dedicated Schools Grant and Sixth Form Funding

Description		Total Budget	Actual to P5	Forecast	Variance	Commentary
Tue 01 October 2019		£'000	£'000	£'000	£'000	
Expenditure: Early Years Block						
Early Years Entitlement	2 Year Old Nursery Education	3,593	1,387	3,293	(300)	The underspend indicates that reduction in EY income will be offset by reduction in funded provision
	3 and 4 Year Old Nursery Education	18,305	7,895	17,784	(521)	
	Early Years Pupil Premium	74	17	74	0	
	Early Years Panel Funding	542	178	542	0	
	Early Years Central Expenditure	1,124	415	1,124	(0)	
Total Expenditure: Early Years Block		23,638	9,892	22,817	(821)	
Expenditure: Central School Services Block						
Central Provision	Contribution to combined budgets	804	381	782	(21)	Underspend follows team restructure
	Licences/Subscriptions	214	306	214	(0)	
	School Admissions	689	208	498	(191)	
	Servicing of Schools Forum	10	0	5	(5)	
	Termination of employment costs	604	0	604	0	
Total Expenditure: Central School Services Block		2,320	896	2,102	(218)	
Other Expenditure:						
Sixth Form Funding	6th Form Schools	3,581	1,393	3,581	(0)	
Total Other Expenditure		3,581	1,393	3,581	(0)	
		0				
Total Expenditure		318,077	79,148	319,307	1,230	
		0				
Balance		1,459	9,408	3,447	1,988	Total Forecast exp is £3.5M more than income. This will eliminate the reserves of £2.5M and move the DSG into a Deficit of approx £1M.
Block transfers and offsetting		0				
Funded from Reserves		1,459		1,459		
		- 0	9,408	1,988	1,988	

 Brent	Schools Forum 6 th November 2019
	Report from the Strategic Director of Children and Young People
Split Site Funding & Growth Funding	

Wards Affected:	All
Key or Non-Key Decision:	N/A
Open or Part/Fully Exempt: (If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)	N/A
No. of Appendices:	0
Background Papers:	Prior reports to Schools Forum
Contact Officer(s): (Name, Title, Contact Details)	Andrew Ward, Head of Finance - CYP, 0208 937 6462 Dena Aly, Senior Finance Analyst - CYP, 0208 937 2179

1. Purpose of the Report

- 1.1. To explain the funding criteria and allocation of split site funding in response to previous requests.
- 1.2. To provide an analysis of future growth funding requirements in comparison with current growth funding allocations.
- 1.3. To clearly set out the methodology for funding academies through the rising rolls mechanism.

2. Recommendation

- 2.1. Schools Forum is asked to note this report.

3. Summary

- 3.1. The DfE requires Local Authorities and their School Forums to set clear and objective criteria for allocating funding to schools, and the particular factors within the funding formula. These must be used for all maintained schools and academies within the borough. This report provides an explanation on how these funding mechanisms operate.

4. Split Site Factor

4.1. Each Local Authority formula can include a factor to provide additional funding to schools that operate on more than one site. This is done in recognition of the additional cost burden for schools operating on multiple sites.

4.2. The DfE guidance states that there should be criteria for receiving this extra funding. The criteria should be:

- Clear and transparent;
- Incorporate clear and objective trigger points;
- Have a clear formula for allocating additional funding.

4.3. All schools and academies that meet the criteria are eligible for split site funding.

4.4. Schools sharing facilities, federated schools and schools with remote sixth forms or remote early years provision are not eligible for split site funding.

4.5. The current criteria and funding allocation were reviewed by Schools Forum in June 2016 and agreed in September 2016. The criteria are:

- The sites are more than half a mile apart, separated by public roads.
- It is necessary for staff to move between the sites in order to teach on both sites in support of the principle of a whole school policy and to maintain the integrity of the delivery of the National Curriculum.
- Each site is occupied by a large proportion of the school (more than one year group).

4.6. The current allocation is made up of a lump sum of £151,847, plus £113.70 per pupil. Where schools partially meet the criteria, this is considered by Schools Forum and they may attract a reduced lump sum of £50,000.

4.7. The below table shows the number of schools receiving split site funding:

Table 1: Split site funding allocations in 2019/20

	2019-20 Total Schools Budget £	Lump Sum £	Per pupil funding £	Split Site funding £	Split Site funding as a % of total funding
Alperton Community School	8,104,695	151,847	143,035	294,882	3.64%
Islamia Primary School	2,277,639	50,000	47,754	97,754	4.29%
Kingsbury High School	10,419,728	151,847	188,856	340,703	3.27%
Leopold Primary School	4,133,771	151,847	85,957	237,804	5.75%
Roe Green Infant School	2,445,291	151,847	50,824	202,671	8.29%

5. Growth Funding – Current Mechanism

- 5.1 Growth funding exists to support schools through the funding lag they experience when their pupil numbers are rising. Funding is based on the previous October census which means a delay in matching funding of 7 or 12 months for maintained schools and academies respectively. However, growth funding comes at a cost to the whole Schools Block, which is itself subject to the same funding lags. It can therefore be seen as a way of spreading the cost of pupil growth across a sector, as the funding would otherwise be distributed via the funding formula.
- 5.2 In February 2018, Schools Forum approved a revised methodology for allocating growth in the secondary sector, and to retain the existing methodology for primary schools.
- 5.3 In January 2019, a paper was presented to clarify the mechanisms for funding growth in schools from 2019/20 onwards.
- 5.4 For secondary schools that expand in response to the basic need to accommodate pupils, by 30 places or more, a pupil number variation will be applied in the first year of growth, based on the number of planned places. This increases the funding formula received. Increases in actual pupil numbers in subsequent years will then be funded by the rising rolls mechanism.
- 5.5 The threshold for triggering a rising rolls allocation is a 1.75% increase for primary schools, and an absolute value of 15 pupils per secondary school.
- 5.6 Schools budgets are set based on October census data in the previous financial year. Rising rolls calculations then compare this to the in-year January and October census data.
- 5.7 For example, 2019-20 schools' budgets are based on October 2018 pupil numbers. The 2019-20 rising rolls payments are based on:
- April 2019 to August 2019 payment: funds difference between October 2018 and January 2019 pupil numbers.
 - September 2019 to March 2020 payment: funds the difference between October 2018 and October 2019 pupil numbers.
- 5.8 Following a review of the above methodology, clarification of the calculations for Academies is provided below. This more accurately reflects the timing of Academy schools' financial year. The section below provides an illustrated example of the requirement for a different rising rolls calculation for academies.

6 Rising Rolls Calculation for Academies- Illustrated Example

- 6.1 A school has increased by 50 pupils in the September 2019 intake, with the below pupil numbers

Table 2: Illustrated Example- Actual Pupil Numbers

	October 2018	October 2019
Pupil Numbers	500	550

6.2 A maintained school will receive the formula funding for the additional 50 pupils from April 2019, whereas an academy will not receive theirs until September 2019. This is demonstrated in Table 3 below.

Table 3: Illustrated Example- Funded Pupil Numbers

	Academy	Maintained School
September 19 to March 20	500 (Oct 18)	500 (Oct 18)
April 20 to August 20	500 (Oct 18)	550 (Oct 19)

6.3 **September to March payment:** The above table shows that both maintained schools and academies are funded on the same census data at this point. Therefore, both will require the same rising rolls calculation (difference between October 18 and October 19).

6.4 **April to August:** This payment funds schools for any pupil number increases shown in the January 2020 census. If we assume that January 2020, the pupil numbers are 555, rising rolls payments are as follows:

- At this stage, maintained schools are funded on the October 19 census (for 550 pupils), therefore do not trigger rising rolls (550-500 is below the threshold).
- At this stage, academies are still funded on the October 18 census (for 500 pupils), therefore they should receive payment for the additional 55 pupils (555- 500).

7 Growth Funding- DSG Growth Budget

7.1 The total growth budget in 2019/20 totals £1.4m. This was set in line with the growth experienced in 2018/19, however increased growth is expected in the secondary phase from 2020/21 onwards.

7.2 The growth budget funds rising rolls payments as well as the Choice and Fair Access Interview Service (CAFAI) provisions. The total cost of the CAFAI provision in 2019/20 is £780k.

7.3 Using the estimated 2020/21 pupil numbers in the School Place Planning Strategy, the number of secondary phase pupils eligible for rising rolls funding in 2020/21 is estimated at 436 (compared to 240 in 2018/19, the last year for which there is complete data):

Table 4: Estimated number of pupils receiving rising rolls payments in 2020/21

	Secondary
Pupil number change in 1819 (between October 17 and October 18)	225
Funded via rising rolls**	240
Estimated pupil number increase in 2021 (Schools Place Planning Strategy)	409
Estimated number of pupils receiving rising rolls payments in 2020/21	436

**Taken from Sept 18 to march 19 rising payment calculations. this excludes any increases already funded via pupil number variations

7.4 If we apply these estimates to the current rising rolls funding rates, the cost of rising rolls alone is estimated at £2.3m.

Table 5: Total estimated cost of rising rolls in 2020/21 (at 2019/20 funding rates)

	Secondary
Estimated number of pupils receiving rising rolls payments in 2020/21	436
Current (average) annual rate per pupil	5,248
Total Estimated Cost	£2,289,527

7.5 If £2m was allocated to the growth budget in 2020/21 (i.e. an additional 600k from the Schools Block), this would leave £1.2m available for rising rolls. According to the estimated £2.7m rising rolls cost, this will result in a £1.5m overspend on the growth fund

7.6 The above calculation is based on the 2019/20 per pupil funding rates, as this is how rising rolls payments are currently allocated. If these rates were to decrease to a level that is affordable within the £1.4m growth budget, it is estimated that they would need to reduce to the below:

Table 6: Estimated affordable rising rolls funding rates in 2020/21

	Primary	Secondary	Total
Estimated number of pupils receiving rising rolls payments in 2020/21	135	436	571
Affordable rate per pupil	1,752	2,278	
Total Estimated Cost	£236,102	£993,898	£1,230,000

7.7 The above calculations assume there is no change to the CAFAI provision. Any reductions to this provision would mean more funding is available for rising rolls.

7.8 In summary the options for addressing this funding gap are listed below;

- 7.8.1 Allocate some of the increased Schools block income to the growth fund budget (£600k has been illustrated above)
- 7.8.2 Reducing the rates paid per pupil (as illustrated above)
- 7.8.3 Top slicing the current secondary school funding formula and transfer funds to the growth budget,
- 7.8.4 Raising the threshold trigger for rising rolls funding up from 1.75%.
- 7.8.5 Reallocate the growth fund into the secondary phase mainstream funding formula and ask schools to accommodate the funding lag from within their own individual budgets.

8 Financial Implications

8.1 The financial implications have been detailed in the body of this paper.

9 Legal Implications

9.1 There are no legal implications for this report.

10 Equality Implications

10.1 Not applicable.

11 Consultation with Ward Members and Stakeholders

11.1 Not applicable.


12 Human Resources/Property Implications (if appropriate)

12.1 Not applicable.

Report sign off:

Gail Tolley

Strategic Director of Children and Young People

	Schools Forum 06 November 2019
	Report from the Strategic Director of Children and Young People
Dedicated Schools Grant Funding 2020/21	

Wards Affected:	All
Key or Non-Key Decision:	N/A
Open or Part/Fully Exempt:	N/A
No. of Appendices:	2
Background Papers:	Prior financial reports to Schools Forum.
Contact Officer(s): (Name, Title, Contact Details)	Andrew Ward, Head of Finance – CYP, 0208 937 6462 Dena Aly, Senior Finance Analyst – CYP, 0208 937 2179

1. Purpose of the Report

1.1. This report provides Schools Forum with information on funding arrangements for the 2020/21 financial year, including the provisional DSG block funding allocations. Schools Forum will need to consider options for the growth fund and whether to consult with all schools on amending the mainstream funding formula.

2. Recommendations

2.1. Schools Forum is asked to note this report.

2.2. Schools Forum is asked to indicate;

- 2.2.1. if it wishes to change the arrangements for funding pupil growth;
- 2.2.2. if it wishes to consult with all schools about allocating additional funds through the formula and if a mobility funding factor should be included.

2.3. If a consultation on the funding formula is agreed Schools Forum will need to meet in December to make final decisions ahead of the production of the final funding formula. This will then in turn be presented at the January 2020 Schools Forum, and taken forward into the Council's budget setting process.

2.4. Approve the Terms of Reference for the High Needs Sub Group.

3. Summary

3.1. The provisional funding allocations announced in October indicate that the Schools Block will increase by just under £3.5m, or 1.5%. Under the current arrangements the funding of in-year growth through the rising rolls mechanism would require approx. £1m of additional budget, which would leave the balance to allocate to schools. Additional High Needs funding of £4.8m will increase the

budget towards a more realistic level for in-year expenditure, but this will not, on its own, be enough to cover the DSG deficit anticipated by the start of 2020/21.

3.2. The funding increases in the other blocks are under 2%, which is low given the context of teacher pay rises and other inflationary pressures.

3.3. Table 1 – Estimated DSG Block Funding

Block	2019/20 Funding £'000	Estimated 2020/21 Funding £'000	Change £'000	Change %
Schools Block	231,026	234,500	3,474	1.5%
High Needs Block	56,286	61,157	4,871	8.6%
Early Years Block	22,593	22,900	307	1.3%
Central Block	2,374	2,206	(168)	(7.1%)
Total	312,279	320,763	8,484	2.7%

3.4. No announcements have been made regarding the future of the Maintained Nursery School funding, which is only confirmed until the end of the 2019/20 academic year.

4. Funding announcements for the Schools Block

4.1. There have been a number of announcements on schools funding as part of the 1 year spending review in September 2019. Nick Gibb, the Minister of State for School Standards provided a School Funding Update as a written statement on the 9th September 2019. It made the following points on Mainstream and High Needs Funding.

4.2. The government is still moving towards implementing a full National Funding Formula, but Local Formulas will remain in place for 2020/21. The total Schools Block set for Local Authorities in 2020/21 is calculated by a National Funding Formula plus any guaranteed minimum funding increases. For context 2019/20 analysis of the detailed national funding formula showed that it allocated less funding to all Brent Primary Schools than the Local Formula.

4.3. For 2020/21, the government has announced;

- a 4% increase to some National Funding Formula factors.
- a minimum per pupil funding levels - £3,750 in the primary phase and £5,000 in the secondary phase
- a positive Minimum Funding Guarantee on pupil funding factors

4.4. The 4% increase to the pupil led NFF factors is a positive step towards matching the current local Brent formula, but from the data released so far it is clear that the 1.5% increase shown in Table 1 above, is driven by a protected minimum increase of 1.84%, less an adjustment to the amount allocated for growth as total pupil numbers have dipped. There is no clear advantage to adopting the NFF locally until such time as the funding catches up with the local funding formula.

4.5. The main change to the operational guidance for local funding formula is that a new mobility funding factor has been created and is available for use by Local Authorities to fund schools facing additional costs as a result of having a more mobile pupil population. Details of how this funding factor works are included in

Appendix 1. Otherwise there are minimal changes to the operation of local funding formulas.

4.6. The minimum per pupil funding levels that were announced will have no impact on Brent funding, as current funding averages £5,084 for primary pupils and £6,366 for secondary pupils.

4.7. It was also announced that the Teachers' Pay Grant and Teachers' Pension Employer Contributions Grant will continue in 2020/21. For clarity, schools will continue to receive these grants, based on set per pupil rates, separately to their funding formula. The rates for 2019/20 are provided below for information. The grants are now a significant source of funding for schools.

4.8. Table 2 – 2019/20 TPG and TPECG funding rates per pupil

Grant	Primary	Secondary	Special
TPG	£47.95	£70.57	£178.44
TPECG	£92.20	£135.71	£336.53

4.9. The pay grant covers the estimated cost of the teachers' pay rises in 2018/19 and 2019/20, less;

- The 1% increase it is assumed (by the DfE) that schools budgeted for in 2018/19
- The 2% increase it is assumed (by the DfE) that is affordable by schools in 2019/20

4.10. This means that in effect schools will have to meet the balance of the increased cost of teaching staff from their formula funding.

4.11. The Teachers' Pension Employer Contributions Grant is intended to cover the full cost of the increased contributions to be made by schools.

5. Schools Block Budget Pressures

5.1. In the Schools Block there are a number of budget pressures that are evident and have been reported by schools;

- Increased cost pressures, e.g. Teacher Pay rises,
- The cost of providing for increased secondary pupil numbers as funding lags by up to a year,
- The additional costs to schools caused by pupil mobility.

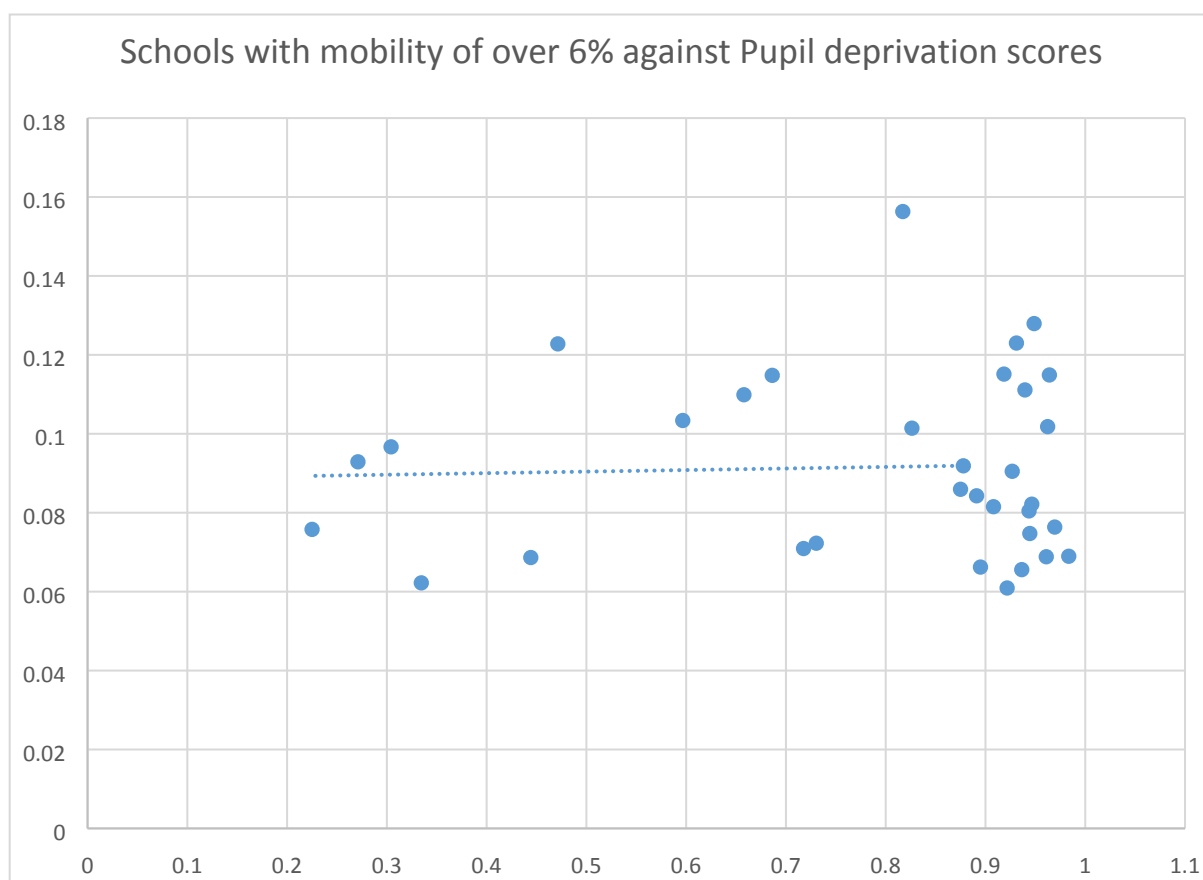
5.2. The increased cost pressures are evident in the projected budget positions of maintained schools. In the summer term of 2019 these schools set a 3-year budget plan, so the following numbers pre-date the recent funding announcements, but they do indicate that 19 schools of the 56 are forecasting a deficit position by the end of 2020/21 and this rises to 25 schools by the end of 2021/22. There is no obvious pattern to suggest which particular type of schools face financial difficulty, and this analysis obviously does not include academies.

5.3. The growth funding mechanism and the associated pressure is explored in fuller detail in the accompanying report being considered by Forum. It can be

summarised as an issue of lagged funding, and providing support to growing schools, but this has to be funded by top-slicing the total Schools Block.

5.4. Brent does not currently fund pupil mobility as a factor in the local formula, and schools have reported it as an issue contributing to financial pressures. As above the DfE have produced a funding factor which can be used to address this. Modelling of the newly available funding factor indicates that it would allocate funding to 35 of 60 primary phase schools and 5 of 13 secondary schools. In considering the use of the mobility factor, officers have compared how it relates to the deprivation funding factor, which is the largest factor for funding additional educational need. The chart below plots the mobility data for those 40 schools, expressed as a % of pupils affected, against the proportion of pupils recorded as deprived. The relatively flat line suggests a weak correlation, but it may be the case that mobility costs are not always matched by funding under the current arrangements.

5.5. Chart 1



5.6. There is an estimated £3.5 million which can be allocated via the local funding formula or added to the growth fund in 2020/21. Changing the local funding formula requires consultation with all schools, and if Schools Forum choose to do this then it is recommended that a December meeting is held to make final decisions.

5.7. Options for allocating the estimated £3.5m increased Schools Block in 2020/21;

- Proportionally increase all pupil funding factors in the formula.
- Increase the per head funding allocation – this would require a short consultation with all schools. For information, £1 million would increase per pupil funding by £21 for Primaries and £27 for Secondary schools.

- Introduce a mobility funding factor – this would require a short consultation with all schools.
- Allocate additional funds to the growth fund, or reduce the fund and reallocate resources via the funding formula.

5.8. The Local Authority must engage in open and transparent consultation with all maintained schools and academies in the area, in addition to meeting with the Schools Forum. The consultation must include modelling at individual school level.

5.9. In practice a proportionate consultation for the relatively minor formula changes outlined above, could be achieved by issuing financial modelling to all schools and asking for written feedback ahead of the next Schools Forum.

6. High Needs

6.1. The additional £4.8 million represents an 8% increase in the High Needs Block income, and would be enough to cover the current forecasted imbalance between High Needs expenditure and income. It will not, on its own, be enough to cover the projected DSG deficit, and it will not cover costs in 2020/21 if the number of EHCPs continues to grow.

6.2. It is expected that the transfer of 0.5% of the Schools Block income to the High Needs Block will need to continue in 2020/21.

6.3. The High Needs sub group is a representative group of the Schools Forum which has been meeting with officers to review the situation on High Needs budgets. It meets once every half term, and is a consultative group tasked with informing the budget setting of the High Needs Block budgets for 2020/21.

6.4. The DfE are consulting on changes to the terms and conditions of the DSG. The proposed changes will make clear the position on DSG deficits is that they should be recovered from future year allocations, but not necessarily recovered in single year. Given the forecast position on High Needs expenditure a multi-year recovery plan will need to be developed ahead of the start of the new financial year.

6.5. The Terms of Reference for the High Needs sub group are provided for School Forums' approval in appendix 2.

7. Early Years

7.1. The spending review also announced an additional £66 million for Early Years funding. No further information has been announced on this, but a very broad estimate is that as Brent has around 0.5% of all children in England, Brent would receive around 0.5% of the £66 million, which equates to c.£0.3m. This would increase the Early Years block by 1.3%.

7.2. An Early Years 2020/21 funding report will be brought to Schools Forum in January 2019 once funding rates have been announced by the DfE.

7.3. Schools Forum should also note that within the Early Years Block the council receives a specific allocation of just under £0.8 million to support the 4 maintained nursery schools in Brent. It was announced in February 2019 that this grant would continue to the end of the 2019/20 academic year, but it is not known if it will

continue beyond then. Given the importance of this funding to the maintained nursery schools, this situation will need to be closely monitored.

8. Central Funding Block

8.1. The Central Funding Block has been reduced by £168k for 2020/21. This reflects the DfE expectation that Local Authorities are, over time, unwinding the historic commitments which have always been funded by the DSG.

8.2. This creates a budget pressure in the central block as most of the historic commitments are long term commitments which cannot be rapidly reduced or easily funded by a constrained General Fund. For example, there is a £600k contribution which funds a small proportion of pension strain costs caused by early retirement of teaching and other school staff, and which will not reduce for many years. There are however some reported underspends in the Central block and officers will seek to balance the position for the 2020/21 budget.

9. Financial Implications

9.1. The financial implications have been detailed in the body of this paper.

10. Legal Implications

10.1. There are no legal implications for this report.

11. Equality Implications

11.1. Not applicable.

12. Consultation with Ward Members and Stakeholders

12.1. Not applicable.

13. Human Resources/Property Implications (if appropriate)

13.1. Not applicable.

Report sign off:

Gail Tolley

Strategic Director of Children and Young People

Appendix 1 – New Pupil Mobility Funding Factor and Methodology

The following extract is from the ‘Schools revenue funding 2020 to 2021 Operational guide’ September 2019

Pupil mobility

This is an optional factor.

50. The mobility factor allocates funding to schools with a high proportion of pupils who first join on a non-standard date. Mobility funding was previously allocated on the basis of historic spend. However, for 2020 to 2021, we have developed a new methodology that enables us to allocate this funding on a formulaic basis.

51. Rather than relying on a single census, this new methodology involves tracking individual pupils using their unique pupil ID through censuses from the past 3 years. If the first census when the pupil was in the school was a spring or summer census, they are a mobile pupil. This excludes reception pupils who start in January. This methodology also excludes pupils who joined in the summer term after the summer census, or pupils who joined in October before the autumn census.

52. To be eligible for mobility funding, the proportion of mobile pupils a school has must be above the threshold of 6%. We will then allocate a per-pupil amount to all mobile pupils above that threshold. We will publish the NFF factor values for mobility as part of the 2020 to 2021 NFF publication.

53. Mobility will continue to be an optional factor for local authorities’ formulae. We will supply local authorities with mobility data calculated according to the new method in the APT. There will be further information about this change in the forthcoming NFF policy document.

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Terms of Reference | Schools Forum High Needs Group

1. Membership

1.1. Membership to represent the following groups

- 1.1.1.** Early Years
- 1.1.2.** Mainstream Primary
- 1.1.3.** Mainstream Secondary
- 1.1.4.** Special Provision
- 1.1.5.** Alternative Provision/PRU

1.2. Members should;

- 1.2.1.** Represent the interests of their sectors rather than their individual setting and should tailor their views accordingly.
- 1.2.2.** Act in accordance with the Nolan principles of public life
- 1.2.3.** Declare an interest if an item under review has specific or unique implications for their own setting.
- 1.2.4.** Relevant Brent Council officers will also be members of the group. Relevant officers will attend from
 - Inclusion Service
 - Finance
 - Other council officers as required.
- 1.2.5.** Where relevant to the agenda Parent Group representatives, professional associations, and School Business Managers will be invited to attend.

2. Appointment

- 2.1.** Volunteers to fill membership will be sought by the Schools Forum or Officers
- 2.2.** Members do not need to be members of the Schools Forum.
- 2.3.** Appointments will be confirmed at Schools Forum.


3. Meetings

- 3.1.** The Head of Inclusion or Head of Finance will chair the meetings.
- 3.2.** Meetings will be held as required and not less than once a term.
- 3.3.** Dates of next meeting will be decided at each meeting.
- 3.4.** Papers will be circulated by officers in advance of the meetings.
- 3.5.** The meetings will require open and transparent discussion from all perspectives. Members' views are to be considered sensitively and confidentiality of group discussions is to be respected. Concise minutes noting agreed actions will be recorded.

4. Functions and Remit

- 4.1.** The Sub Group has the responsibility to review all matters or activity funded by the High Needs Block of the DSG, and to review and discuss the implications of any proposed changes to the High Needs Block budgets.
- 4.2.** The Sub Group is not a decision making body, but will make recommendations to the Schools Forum.
- 4.3.** Members of the group will undertake wide engagement with their sectors on the issues discussed.

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 Brent	Schools Forum 6 November 2019
	Report from the Strategic Director of Children and Young People
Early Years Task and Finish Group Update	

Wards Affected:	All
Key or Non-Key Decision:	N/A
Open or Part/Fully Exempt: (If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)	N/A
No. of Appendices:	None
Background Papers:	Prior financial reports to Schools Forum.
Contact Officer(s): (Name, Title, Contact Details)	Sue Gates - Head of Early Help, 020 8937 2710 Dena Aly - Senior Finance Analyst, 020 8937 2710

1. Purpose of the Report

1.1 The purpose of this report is to update Schools Forum on the work of the Early Years Task and Finish Group

2. Recommendation

2.1 Schools Forum is asked to note this report.

3. Summary

3.1 In January 2019, Schools Forum recommended that the Early Years Task and Finish Group reconvene with the following aims:

- to provide a steer on the way Early Years funding could be used by the Local Authority
- to review the actions that had been taken to increase the 30 hour take up
- to consider the impact of a potential reduction of the maximum percentage for central spend.

3.2 The Early Years Task and Finish Group last met on 27th March 2019. This report provides a summary of the points discussed and agreed actions.

4. Discussion on 5% Centrally Retained Budget

4.1 The group discussed the 5% centrally retained budget, which is the equivalent of approximately £1.1m in 2018/19. Officers gave a brief presentation on the impact of centrally retained funding.

4.2 Discussions were held on the option for a 0% retention, where providers would need to source their own support. However, members of the group acknowledged the impact of the support services on OFSTED ratings, provision for SEND children and that the support from Brent Council is good and that quality of nursery provision could be impacted if this were not in place.

4.3 It was acknowledged that comprehensive information has been provided on how the centrally retained funding has been used at Brent, but officers discussed the importance of benchmarking with other local authorities. This is to include the minority of local authorities who retain little or no central funding in order to compare the levels of support delivered to providers. The benchmarking exercise would need to consider the trading offer and outcomes as well as OFSTED information.

4.4 The following actions were agreed:

4.4.1 London Councils to be contacted for information around other Local Authorities funding retention, services and support offered and any recommended or best practice models

4.4.2 A benchmarking exercise is to be undertaken and reported back at the next meeting.

5. Use of Schools Forum Reserves

5.1 Of the £1m use of DSG Reserves agreed by Schools Forum, £600k has been utilised. This was to provide funding for the two Schools Forum Approved projects for raising attainment for boys of Black Caribbean heritage and strengthening school leadership and succession planning.

5.2 A discussion took place around the decision made by Schools Forum to reject the two Early Years projects in June.

5.3 The High Needs block pressures were also discussed and that if the DSG goes into deficit, the local authority would be expected to pay this from future DSG funding, and the recovery plan would span the whole of the DSG.

6. Current 30 hours' take-up against potential unmet demand and overall take-up of early years' provision and 'Progress for All'

6.1 Members of the group discussed the early years provision and the take-up of entitlements. They were discussed together due to the cross involvements of both topics.

6.2 Increasing take up of free entitlement remains a focus for officers, as percentages remained lower than the national average for NEG2 and NEG 3 and 4. The Early Years team are carrying out significant work around promoting all of the free entitlements.

6.3 Although many providers were struggling to provide the 30 hours entitlement at the current funding levels, other setting felt they had benefitted significantly from delivery of the free entitlements.

6.4 Concerns were raised about the increasing salary costs, which may result in primary schools reducing the hours of provision, or running during term time only. It was noted that the Childcare Works workshop was tailored at providers to look at the different options and support available.

6.5 It was agreed that the ward working approach adopted by the Early Years Team should continue as it allowed the team to engage with more families on a local level. This could also help with finding out why some families are not taking up their entitlements, including due to movements of residents, diverse communities, birth rates, benefit caps.

7. Early Years virtual SEND hub update

7.1 It was established that the Early Years Virtual SEND Hubs was not duplicating the work of the NHS. They do not do assessments of individual children, but would provide training for practitioners and parents to upskill them in order to help meet their children's needs. The biggest increase in referrals relates to SEMH (Social, Emotional and Mental Health).

8. Financial Implications

8.1. There are no financial implications for this report

9. Legal Implications

9.1. There are no legal implications for this report.

10. Equality Implications

10.1. Not applicable.

11. Consultation with Ward Members and Stakeholders

11.1. Not applicable.

12. Human Resources/Property Implications (if appropriate)

12.1. Not applicable.

Report sign off:

Gail Tolley

Strategic Director of Children and Young People

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