

# AGENDA



## SCHOOLS FORUM

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Date: Thursday 17 January 2019  
Time: 4.30pm  
Place: Room 0012, Badminton Road Offices, Yate,  
BS37 5AF

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### Distribution

#### Members of the Committee

Rhona Allgood	Keith Lawrence (Chair)
Dave Baker	Louise Leader
Penny Chislett	Jim Lott
Mark Dee	Sarah Lovell
Jo Dent	Diane Owen
Mark Freeman	Lisa Parker
Kim Garland	Ann Reed (sub)
Elizabeth Gibbons	Max Reed
Clare Haughton	Peter Smart
Emma Jarman	Susie Weaver
	Bernice Webber

#### Appropriate Officers

Mustafa Salih  
Julie Cathcart

#### Councillors

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Trevor Jones

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# AGENDA

1	WELCOME AND INTRODUCTIONS	5 mins
2	APOLOGIES FOR ABSENCE	5 mins
3	EVACUATION PROCESS	5 mins
4	ANY OTHER ITEMS THE CHAIR DECIDES ARE URGENT	5 mins
5	MINUTES OF THE MEETING HELD ON 29 NOVEMBER 2018	5 mins
6	SCHOOLS IN FINANCIAL DIFFICULTY CONTINGENCY	15 mins
7	SCHOOLS BUDGET 2019/20 – VERBAL UPDATE	15 mins
8	EARLY YEARS SINGLE FUNDING FORMULA	15 mins
9	EARLY YEARS INCLUSION FUND	15 mins
10	DATES OF FUTURE MEETINGS AND THE SCHOOLS FORUM WORK PROGRAMME 2019	5 mins
11	ANY OTHER BUSINESS	5 mins

**SCHOOLS FORUM**  
**Thursday 29<sup>th</sup> November 2018**  
**Room 0012, Badminton Road Offices, Yate, BS37 5AF**

**PRESENT:**

Julia Anwar (rep Dave Baker)	Olympus Academy Trust
Mark Dee	Executive Headteacher, The Park and Parkwall Primaries
Nicky Edwards	Natural Choice Nurseries
Kim Garland	Headteacher, Brimsham Green School
Clare Houghton	Page Park Pre School
Keith Lawrence (Chair)	Governor, Culverhill, School
Louise Leader	Headteacher, Pathways Learning Centre
Jim Lott	Governor, The Tynings Primary and Raysfield Federation
Sarah Lovell	Finance Director, Cabot Learning Federation
Diane Owen	Chair, Kings Oak Academy
Lisa Parker	Headteacher, Warmley Park School & College
Toby Savage	Leader of the Council and Executive Member for Schools, Skills and Employment
Bernice Webber	Headteacher, Old Sodbury Primary School
Will Roberts	CEO, CSET

**Officers:**

Mustafa Salih – Head of Financial Management and Business Support  
 Duane Chappell – Strategic Lead 0-25  
 Stuart Thomas - SEND Financial Planning Lead  
 Justine Poulton – SGC Audit Manager  
 Sue Morgan – Integra  
 Davina Gibbon - Finance

**1. WELCOME AND INTRODUCTIONS**

Attendees were welcomed by the Chair.

**2. APOLOGIES FOR ABSENCE**

Dave Baker, Jo Dent, Trevor Jones,

**3. EVACUATION PROCESS**

The Chair drew attention to the emergency evacuation procedure

**4. ANY OTHER ITEMS THE CHAIR DECIDES ARE URGENT**

None.

## 5. MINUTES OF THE MEETING HELD ON 25 OCTOBER 2018

Accepted as a true record.

## 6. Financial Regulations for Schools

Justine Poulton attended Schools Forum to explain the Financial Regulations for Schools.

The financial regulations for schools apply only to maintained schools, as a local authority we have always had financial regulations for schools but they have not been updated for many years and are not regularly referenced or used in schools.

The drive to refresh the financial regulations for schools into an up to date, relevant working document aligns with the council's desire to work in partnership with school leaders. The scheme for financing of schools which sets out the financial controls within which delegation works regularly references the more detailed financial regulations for schools. These regulations provide the detailed framework of rules that maintained schools will be required to abide by and in doing so we will all be assured of robust financial controls.

The purpose of tabling the financial regulations for schools at today's meeting is to keep you informed of our plans for consulting on them and to agree the timetable for the final financial regulations for schools to be presented for agreement.

Justine did not propose to take the Schools Forum through the regulations themselves in any detail at the meeting. You will all have been provided with a draft copy of them with your agenda papers and Justine is happy to receive any consultation responses or requests for clarification during the consultation period before they are brought back to this group.

Justine is seeking agreement from Schools Forum on the plans for the introduction of financial regulations for schools and the consultation timetable.

Keith Lawrence said this is a formality for the Forum to agree and the Forum agreed to the recommendations in the report.

## 7. Update on SEND Clusters

Sarah Hayes attended for this item to give an update on the progress of the SEND Clusters.

Two clusters have been identified to be involved in a pilot and the focus is around supporting children with SEN with the aim for the children to improve social, emotional and mental health without the need for an Education, Health and Care Plan. The pilot to run to the middle of the Summer term.

This is being funded from the overall high needs block; it is not funding to be distributed to schools. The SEND Intervention Funding is estimated to be in the region of £1m per annum and is funding which has been made available as a result of the implementation of the DSG Deficit Recovery Plan.

The pilot will now run from January 2019 until July 2019 with an evaluation report being submitted to the Schools Forum and other stakeholder groups in May 2019.

Dian Owen said that whilst the report is helpful, there is detail missing about how the £1m has been used so far.

Keith Lawrence thanked Sarah Hayes for attending for this item.

**Action:**

- **Schools Forum to note the progress outlined in this Report and that the pilot has been extended to July 2019.**
- **Schools Forum to note that a report will be presented at the 9<sup>th</sup> May 2019 meeting of the Schools Forum which will provide an evaluation of the pilot and further recommendations.**

**8. Consultation with Schools Forum regarding setting the Schools Budget 2019-20**

Mustafa Salih updated the Forum on the extensive consultation exercise with the public and schools.

Purpose of the Report

The consultation exercise was a robust exercise of how we approach setting the Schools Budget for 2019-20. Two consultations have been held with schools, 4 with the public, and with Secondary and Primary Headteachers and governors. The feedback from the consultations show that we need to approach this in a different way and work with schools and school leaders.

Policy

This shows the understanding of how the funding blocks work within the DSG. The role of the Schools Forum is to be the consultative body in giving a strategic view and not a view on a particular schools or sector and to ensure there is a sustainable budget going forward.

Background

This section explains the historical background about the various blocks and the move over time to “fix” those blocks. There has been no meaningful growth in the High Needs Block but the Schools Blocks has increased over the same period.

The DSG Recovery Plan put together in 2016-17 shows a sharp increase in spend in the High Needs Block.

To bring the DSG back into balance, a consultation with all Schools and the Schools Forum resulted in an agreed DSG Deficit Recovery Plan being approved by the Schools Forum and the Council.

The DSG plan agreed at that time included an assumption to set the 2017/18 Schools Budget based on a reduction in spend of around £2m per annum building into 2018/19 but this was not sufficient to stay on track.

The graph at the end of Paragraph 16 shows some positive aspects in terms of reducing the rate of growth of spending.

Paragraph 18 – SEND spending pressures have been felt across the board.

Paragraph 21 – shows the national position. We do spend our DSG and SEND funding significantly different to other LAs and the top up funding that goes to maintained schools, for example £317 per capita for South Gloucestershire Schools against 10 statistical neighbours of £172 per capita, still significantly higher in the South West and the whole of England.

Table 22 shows the position regarding other lower funded LAs but who also have lower numbers of plans per capita than us. There are areas that we need to look at that can deliver a more effective approach to support SEND. The result of these SEND pressures and a mismatch in funding growth in the Schools Block has resulted in £15.9m being transferred to the High Needs Block.

Paragraph 25

2018/19 in year overspend will be over £3m, which means we spend £3m more than the funding available to us.

Paragraph 26

SEND the National Picture. No data available showing the national situation for SEND pressures; however the ADCS have conducted a survey which identified that 68 out of 85 local authorities who responded had High Needs overspends totalling £139.5m. In 2017/18 significant number of LAs had transferred £118m from Schools Block to High Needs Block.

Mustafa Salih has recently sent to Forum members letters that the the Association of London Treasurers and the Association of County Treasurers have sent to the Secretary of State for Education setting out a strong case for more funding.

A letter was also sent from the F40 (we are members of the F40 group) to the Chancellor of the Exchequer setting out the stance on schools funding for an extra £2b and £1.5bn for High Needs funding. We will continue to campaign for more funding.

## School Balances

School balances held by maintained Schools amounted to £4.8m as at the end of 2017/18 and the number of maintained schools working with the Council regarding potentially submitting a deficit budget for 2018/19 is eight. This is a reduction from the nine schools that ended with a deficit balance in 2017/18.

## Options for Consultation Regarding the Schools Budget 2019/20

The requirement to make continued progress towards achieving a balanced Schools Budget resulted in the Council launching a Schools and Public Consultation based on the following 3 options:

Option 1: Transfer £3m from Schools Block to the High Needs Block

Option 2: Reduce Top-up/Element 3 funding given to schools by £3m

Option 3: A combination of transferring £1.5m from the Schools Block and reducing Element 3 funding by 31.5m

The most popular option was that Schools preferred none of the options; 3% for Option 1; 29% for Option 2 and negligible in favour of Option 3.

Feedback from the public consultation showed Option 3 was the most preferred option, then Option 1 and Option 2 the least.

Paragraph 36 – A reasonable conclusion is that there was little support for a significant Block transfer but there was support for implementing the Ready Reckoner over 1-2 years.

Paragraph 37 – The LA view is based on the DfE operational guide and the process we went through last year and it is highly unlikely that the Secretary of State will approve the 2019/20 block transfer in excess of 0.5%.

## Proposed Terms of Reference for the High Needs Working Group

A draft Terms of Reference was produced to look at a different way of driving the agenda forward which would consist of a group of school leaders driving the agenda and necessary actions forward. This would include saying what is manageable, what we could do better and how do we get to a position where we have an in-year balance, and to take on board how important the views of the child and parent/carer are, many of whom felt that the system had let them down, not only by the LA but the schools as well.

Paragraph 38 – To seek the views of the Schools Forum for the following options:

A	Do nothing	Not an option
B	School Forum through High Needs	YES. New group to be set up

	Working Group owns and drives cultural and operational changes needed to achieve balanced DSG	with together with some of the existing colleagues. This new group will meet in January and elect a Chair of that group and drive the agenda forward supported by the Council and officers. Schools Forum could feedback to Mustafa Salih on the Terms of Reference. Terms of reference to be re-discussed at the January meeting.
C	Move EHCP top-ups to RR based allocations over 3 years	No
D	Move EHCP top-ups to RR based allocations over 2 years	YES but with the added caveat that there is more information and regular reporting to schools. The Council have appointed a team with a clear remit to move EHCP top ups to RR which would mean a graduated impact, starting in January 2019 and modelled over 1-2 years. The contract finishes at 31/12/2019.
E	Move EHCP top-ups to RR based allocations over 1 year	No
F	No transfer	No
G	£0.73m permanent transfer from Schools Block to High Needs Block	Yes, for one year only
H	£1.5m permanent transfer from Schools Block to High Needs Block	No
I	£3m permanent transfer from Schools Block to High Needs Block	No

Paragraph 39 explains the Council's mixture of Options.

Louise Leader said any transfer should be approved each year and not on a permanent basis.

Paragraph 41 explains the good interventions we have, for example Early Intervention cluster funding as agreed through 2018/19 schools' consultation to achieve a longer term financial sustainability.

Paragraph 45 – Timetable

20 September 2018	Schools Forum consulted on Schools and public consultation
21 September – 19 October 2018	Schools Consultation including Governor briefing events
1 October 2018 to 25 November 2018	Public Consultation Including events am/pm
25 October 2018	Schools Forum Statutory Consultation – outcome of schools consultation and applications to Secretary of State (SOS)
25 November 2018	Public Consultation concludes
30 November 2018	Potential Submission to SOS requesting transfer
December 2018/ January 2019	SOS Decision
4 February 2019	Cabinet – Final Report with Recommendations
13 February 2019	Full Council – FINAL DECISION

Paragraph 49

Legal advice has been sought on how we move forward submitting a further request to the Secretary of State for a block transfer of £3m so as not to put us in a position of high risk of a judicial review.

**Recommendations**

**The Schools Forum approved the following recommendations to the Council:**

- (a) The Schools Forum through the High Needs Working Group owns and drives cultural and operational changes needed to achieve a balanced DSG.**
- (b) That the £2.9m transferred from the Schools Block to the High Needs Block in 2018/19 would be continued and undertaken again for 2019/20. This would be reviewed by the Schools Forum on an annual basis before the Forum agreed to continue to make the transfer in subsequent years.**
- (c) That a further 0.5% (£0.73m) of the 2019/20 Schools Block in addition to the £2.9m transfer referred to in recommendation (b) above be transferred to the High Needs Block. This would be reviewed by the Schools Forum on an annual basis before the Forum agreed to continue to make the transfer in subsequent years.**
- (d) Move EHCP top-ups to RR based allocations over 2 years. The impact would be reviewed and reported to the Forum, with any schools significantly adversely affected having the ability to present**

## **a case to the Schools Forum to access Schools in Financial Difficulty contingency**

Questions from the members:

Ready Reckoner

Duane Chappell explained the process of the matrix and Ready Reckoner. This would have a big impact on individuals and with schools.

Diane Owen questioned the viability of the pilot.

Duane Chappell explained it provides a clear and transparent process. The law is quite clear that the parents have a right to a personal budget which is given to the parents/carers.

The Ready Reckoner received positive support from the public consultation and was generally quite well received.

Mark Dee said the F40 letter sent to Schools Forum members should be sent to all schools as it contains lots of background information which will give a better understanding of what is happening.

The Chair agreed that Schools Forum approves the transfer of £2.9m for 2019/20 and then to be reviewed on an annual basis.

The Chair noted the dates of future meetings.

### **Any Other Business**

The next meeting in January will be re-look at the membership of the Schools Forum and the Constitution.

Mustafa Salih introduced Davina Gibbon on the technical adjustments for mainstream funding

### **Technical Variations to the 2019-20 School Funding Formula**

In accordance with the School funding regulations there are two technical adjustments the Council proposes to make in 2019-20 regarding pupil number variations and a limited disapplication of the minimum funding guarantee.

#### **Proposal Regarding Varying pupil numbers – new schools/primary phase**

Schools Formula funding is primarily based on the Autumn Census pupils prior to the start of the financial year. New schools or schools with new phases are disadvantaged as the pupil numbers do not reflect the in year intake.

School regulations require that LA's should estimate pupil numbers for all schools and academies where they have opened in the previous seven years and are still adding year groups. These are deemed to be new/growing schools and pupil number variation does not require approval of the Secretary of State. Existing schools which have extended their age range are not usually deemed as growing schools and therefore any variations to pupils would require SoS approval. Under DfE guidance two former secondary academies that now offer through provision fall under this category.

The proposal is to use the same methodology used for 2018-19 for new/growth schools and former secondary schools that are admitting primary phase pupils. For 2019-20 the primary phase funding would be based on 5/12ths September 2018 actual pupils and 7/12ths September 2018 "rolled forward" pupils with reception the 7/12ths reception year group based on the planned admission number (PAN).

***It is proposed to use 5/12ths of the Autumn 2018 School Census primary pupil numbers and add 7/12ths Autumn 2018 School Census primary pupils "rolled forward" with the September 2019 reception year based on the planned admission number (PAN).***

***It is proposed to apply to the Secretary of State to vary the pupils for the two all through schools with growing primary phase on the above basis.***

### **Proposal Regarding Minimum Funding Guarantee (MFG) application to dis-apply Regulations**

There are two all through academies that began admitting primary aged pupils from September 2015 and are still building up numbers. Currently, the pupil unit rate in the MFG calculation for these schools is weighted towards secondary pupils. As the number of primary pupils increases there may be over protection as secondary pupils attract higher per pupil funding. Schools Forum has agreed to request this MFG disapplication in the previous three financial years. This was conditionally agreed by the SoS provided the LA use a MFG calculator spreadsheet separately supplied by the ESFA .

***It is proposed to submit a request the SoS to agree a MFG disapplication for 2019-20 where all through schools and academies are building up primary phase numbers.***

**Agreed.**

Meeting closed 18.44



## Schools Forum Bid Chipping Sodbury School January 2019

### Rationale

The school was judged as Requiring Improvement in the last Ofsted Section 5 Inspection in July 2018. Whilst it was recognised that we were on the cusp of 'good' and there was plenty of evidence of the significant school improvement work that had been put in place, insufficient time had passed to enable us to demonstrate the impact of the changes to date. Governance and inconsistencies in middle leadership were identified as specific vulnerabilities and has continued to be a major focus for our school improvement work.

During the summer, examination data demonstrated that the school is improving in many areas including the progress of disadvantaged students where the Progress 8 gap had reduced from 1.21 to 0.72 and for SEND students the gap has reduced from 1.17 to 0.91. Students in the Access Centre and on dual roll with alternative provision are counted in this data. There were 5 students within the cohort for whom the school had no or very limited impact on their progress, without these 5 students the gap for disadvantaged students would have been 0.15 and for SEND students 0.74. Current in year data is tracking Year 11 at Progress 8 of -0.06. This is before the results of the December mocks are analysed. Three separate external reviews of English, SEN and our innovative options structure, report that the school has put significant changes and structures in place to improve outcomes for students. In addition, attendance is an improving picture with current attendance figures above 95%, attendance of students in the Access Centre has significantly improved and Post 16 attendance is excellent at above 97%.

Whilst much work is underway to address the weaknesses identified by Ofsted in the summer, there remain a number of vulnerabilities to the school:

- A very small senior leadership team with limited capacity
- Governance
- Large numbers of complex high needs SEND students, many of whom have to be taught in large mixed ability classes
- Progress of students in English
- Managing the large deficit budget whilst securing improving outcomes for students
- Pending cuts to funding for SEND students

The funding supported by Schools Forum last year has been spent prudently and has had a significant impact on improving the school. £300k has been saved in year in line with our budget. Our current projected out-turn for March 2019 indicates a further potential saving of up to £80k. However, the Governors have agreed that some of these additional savings, if they materialise, should be spent this financial year on the highest risk areas including

SEND and English. The school has demonstrated that it worked hard to meet the requirements of the notice of concern.

### Financial support requested

To mitigate against the above risks, financial support to enable the extra teaching group to continue in Key Stage 3 for core subjects is required. This structure has enabled the curriculum model to support a grouping organisation to enable SEND students to be taught in smaller groups with focused interventions in place. This academic year, this has been costed at £105k (estimated at UPS1) for:

- English FTE 1.0
- Maths FTE 0.5
- Science FTE 0.7

The impact of these extra groups is:

September to November 2018, 69% of Year 7s and 30% of Year 8 students have improved their English progress tracks. Students were baseline assessed and reassessed using the same questions but different texts.

In Maths and Science there is an overall significant impact on these groups of learners where there is additional capacity in teaching groups.

	2018-19 Year 7	2018-19 Year 8	2017-18 Year 9	2018-19 Year 9
% On/Above Track				
Maths SEN K	52%	73%	72%	83%
Maths SEN E	75%	100%	57%	67%
Science SEN K	88%	90%	44%	83%
Science SEN E	75%	100%	86%	83%

*Please note the assessments have significantly changed between last year's year 7 and Year 8 cohort therefore we cannot compare like for like.*

### Summary

It is clear that Chipping Sodbury School is working hard to improve student outcomes whilst managing a significant deficit budget in a building requiring major capital expenditure. To continue on this trajectory, additional financial support is requested to support vulnerable students. Forthcoming cuts to SEND funding will create many challenges for the school and risk the school improvement journey; to manage the deficit repayment these teaching groups for these students are in jeopardy.

## SCHOOLS BUDGET – VERBAL UPDATE

# South Gloucestershire Council

## SCHOOLS FORUM

17 January 2019

### EARLY YEARS FUNDING ARRANGEMENTS FOR 2019/2020 – CONSULTATION

#### Purpose of Report

1. To consult on proposals regarding the Early Years Funding Formula for 2019/20.

#### Policy

2. Local authorities are allocated funding according to a three part formula, under this formula, South Gloucestershire will receive £4.34 per hour per child. 5% of this will be retained to ensure the continued delivery of the local authority statutory services for early years.

#### Background

3. A new single funding formula was introduced following extensive National and Local consultation in 2016 and was implemented in April 2017. This saw an increase in the hourly rate for preschools and nurseries whilst maintaining a higher rate paid to childminders in recognition of their reduced ratios.
4. The creation of two mandatory supplements has opened up further funding for the sector, these are the Deprivation Supplement and the Inclusion Fund to support children with lower levels of SEND.
5. Separate to the Funding Formula, are the Disability Access Fund for children who are in receipt of DLA and EYPP for children who are entitled to pupil premium.
6. From the funding allocation, in 2017/18, Local Authorities were able to retain 7% of the total funding to allocate to central services. In 2018/19, the amount of funding retained by the Local Authority was reduced to 5%, with 95% being passed through to the sector, as a result, the hourly base rate paid to settings was increased.

#### Proposal Regarding the base rate paid to settings

7. Funding allocated to settings has been split into two different parts, the Base Rate and Supplements. The base rate should be set at no less than 90% of the total amount paid to settings, with the remaining 10% being given as supplements.
8. In order to provide the sector with the highest possible base rate, it was proposed the number of supplements would be limited and the total amount allocated set well below the 10% permitted.

9. As part of the consultation with the sector, a minimum base rate of 96.75% was considered, with the remaining 3.25% to be awarded as supplements.

***It is proposed to allocate a base rate of 96.75% to all providers with effect from April 2019.***

### **Proposal Regarding the Deprivation Supplement**

10. This is a mandatory supplement which is aimed at supporting settings who work with the most disadvantaged children. Following consultation with the sector in 2016, it was agreed this funding would be linked to the numbers of Early Years Pupil Premium children a setting has. No changes to this were proposed.
11. Since 2017, the funding rate allocated to the Deprivation Fund has been set at 1% (£0.04 of the hourly rate). The sector were consulted on whether they wanted this to remain at 1% or increase to 1.5%.
12. Consultation with the sector indicates they would like the Deprivation Supplement to remain at 1%.

***It is proposed that the deprivation supplement should remain at 1% (£0.04 of the hourly rate) from April 2019.***

### **Proposal Regarding the Early Years Inclusion Fund**

13. This is a mandatory supplement which is aimed at supporting children with lower levels of Special Educational Needs, prior to an EHCna being started.
14. It is intended that the fund provides early targeted support to enable providers to meet the needs of individual children with SEND within their setting, in order that they can make progress. The fund is aimed at children who have emerging or lower levels of SEND, or are not yet ready for an EHCna. Funding for children with more complex needs will continue to be allocated through the Early Years High Needs Block already available to settings.
15. The Government expects local authorities to pass the majority of their SEN inclusion funds to providers in the form of additional funding on a case-by-case basis: this will count within the 95% pass-through.
16. The sector were consulted on the amount which should be in the Inclusion Fund.
17. During its first year, there was a significant underspend in the Inclusion Fund, this was due to the establishment of the new funding and Settings becoming aware of how to use and apply for the funding. In the second year, following a revision of the application processes, the rate of applications has significantly increased and the funding was fully allocated by the end of December 2018. The sector were therefore

consulted on whether the amount allocated to the fund should remain at 2% or increase to 2.5%.

18. Consultation with the sector indicates they would like the Inclusion Fund to remain at 2%.

***It is proposed that the Early Years Inclusion Fund remain at 2% (£0.08 of the hourly rate) from April 2019.***

### **Proposal regarding the Flexibility Supplement**

19. This is a discretionary supplement to be used to support childminders, who under this funding formula would otherwise receive a cut in their funding.
20. In order to acknowledge the difference in the ratios between childminders and nursery or preschool settings, the flexibility supplement of either £0.14 per hour which would keep childminders at their current hourly rate, or reduce the supplement to £0.09. The savings from a reduction in funding would be paid into the Inclusion Fund as it would not be enough to affect the base rate of all children.
21. Without the supplement, childminders would see their hourly rate decrease by either £0.14 or £0.05 per hour. The Local Authority are concerned that such a move would see a loss to the childminding community as they may no longer be able to afford to take funded children.
22. Consultation with the sector indicated the sector would like £0.14 supplement to continue to be paid in 2019-20 to support the childminders.

***It is proposed that Childminders receive a flexibility payment of £0.14 per hour for 2019-20 to maintain their current hourly rate.***

### **Monthly Payments**

23. Statutory Guidance issued in July 2018 requires Local Authorities to consult with providers on when payments should be made to them, it also requires the method of making payments to be reviewed regularly.
24. Under this consultation, the LA were required to ask the sector if they would like to move from the current system whereby 70% of the funding is paid up front after the estimated numbers have been received, with the remaining 30% being paid following headcount day or move over to a monthly payment system. The current national software provider does not have an appropriate system which can be used, therefore a move over to monthly payments would be a time consuming administrative job for both the LA and the Sector. The amount settings would receive under each payment system would remain the same.
25. The sector were asked if they would like the payments to remain the same, to move to monthly payments or to be consulted again once the national software supplier has an appropriate system established for the LA and Sector to use.

26. Consultation with the sector indicated the sector would like the current system to remain the same.

**It is proposed the method of payments remains the same.**

### Summary of Consultation Outcome

27. The consultation period with the sector lasted 3 weeks, over the Christmas holiday. Responses were through an online survey only. Information concerning the consultation was emailed to the sector and posted on the VLE, many settings were also telephoned.

28. 154 responses were received. This represents responses from approximately 56% of the sector and a 15% increase in response rate compared to the previous consultation in 2017. Of the eligible providers, responses were received from 61% of childminders, 45% of Day Nurseries and 30% of preschools. No responses were recorded as being received from the maintained nursery classes. There were 18 responses from the sector who did not record the type of provision they were from.

The following table summarises the outcome of the Consultation undertaken with Providers and the proposed recommendations that will be put forward to the Children Adults and Health Committee for approval:

Table 1

<b>Should the deprivation fund remain at 1% or increase to 1.5%?</b>				
	<b>Response</b>	<b>Number of responses</b>	<b>Percentage</b>	<b>Recommendation</b>
	1%	119	77%	<b>1%</b>
	1.5%	31	20%	
	No response	4	3%	
<b>Should childminders receive a flexibility supplement of £0.14 or £0.09?</b>				
	<b>Response</b>	<b>Number of responses</b>	<b>Percentage</b>	<b>Recommendation</b>
	£0.14	104	67%	<b>£0.14</b>
	£0.09	43	28%	
	No response	6	4%	
<b>Should the Inclusion Fund be set at 2% or 2.5%?</b>				
	<b>Response</b>	<b>Number of responses</b>	<b>Percentage</b>	<b>Recommendation</b>
	2%	121	78.5%	<b>2%</b>
	2.5%	33	21.5	
<b>Should the current payment system used by the LA remain? Should a monthly payment system be introduced for all providers within a reasonable timescale of the software being available from our national supplier? Should we re-consult on a move to monthly</b>				

<b>payments system when the national software supplier has developed a monthly payments system?</b>				
<b>Response</b>	<b>Number of responses</b>	<b>Percentage</b>	<b>Recommendation</b>	
Payments to remain as they are	67	43.5%	<b>Payments to remain as they are</b>	
Move to monthly payments	45	30%		
Consult again once the software has been developed	41	26.6%		

## **RECOMMENDATIONS**

1) The Schools Forum is asked to note and approve the proposals and recommended actions set out in the body of the report and summarised in Table 1.

These are

- A base rate of 96.75% is paid to all providers with affect from April 2019.
- The Deprivation supplement remains at 1% (£0.04 of the hourly rate) for 2019/20.
- The Early Years Inclusion Fund remains at 2% (£0.08 of the hourly rate) for 2019/20.
- Childminders receive a flexibility payment of £0.14 per hour for 2019-20 to maintain their current hourly rate.
- The method of payments remains the same.

In agreeing these recommendations the following would apply based on the predicated numbers of children eligible for the funding.

<b>Deprivation</b>	<b>SEN Inclusion</b>	<b>Childminder flexibility</b>	<b>Base Rate</b>
1% (£135,293)	2% (£277,726)	£0.14	£3.99

### **Author**

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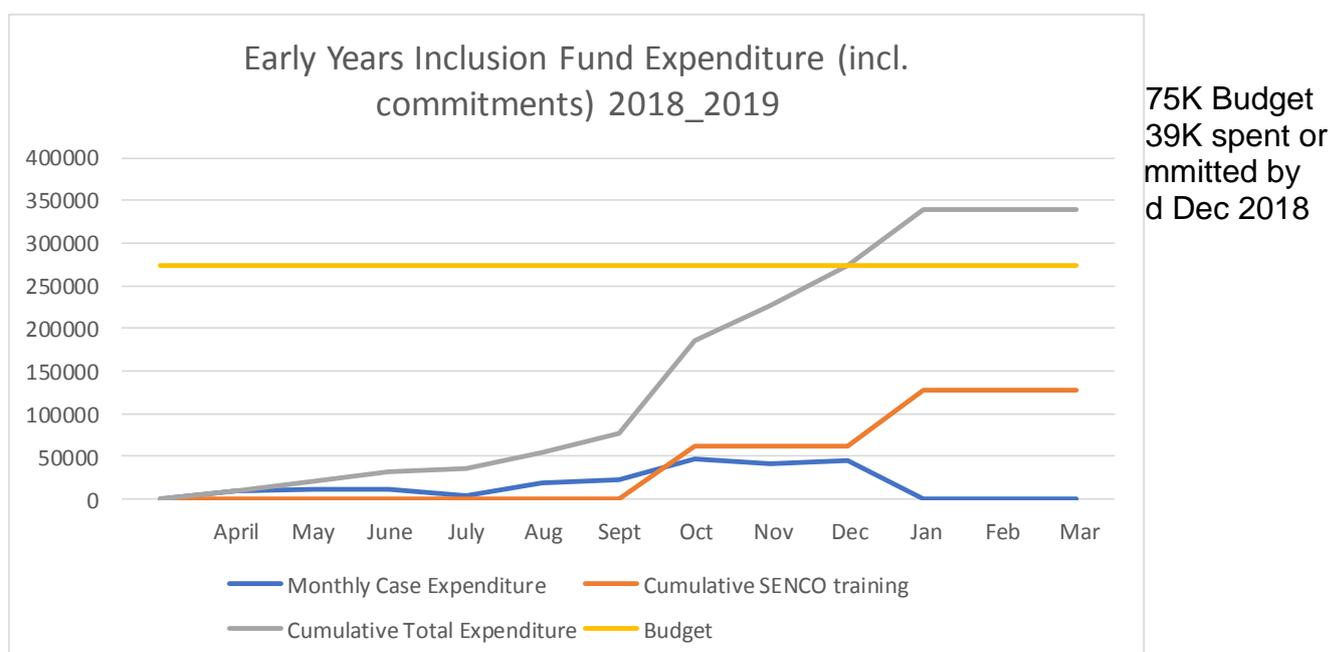
## Early Years Inclusion Fund

Following on from the written report given to Schools Forum in October 2018, it was agreed that the Early Years Representatives would give an update on the Early Years Inclusion Funding Expenditure to date and a detailed cost breakdown on the expected costs for the Inclusion Conference in the January 2019 meeting.

### What was the request in the October meeting?

“The Sector would like to request provision for a one off overspend of a maximum of **£69,500** (for SENCO training, up to 25 additional setting (£37,500) and 20 additional childminders (£32,000)) plus **£18,500** to fund the Inclusion Conference in March 2019. i.e. **£88,000**. The Early Years Representatives would give a further update in January 2019, as to the progress of expenditure of the 2018/2019 Inclusion Fund, and the exact amount required as overspend”

### Update on the Inclusion Funding Expenditure to date (incl. commitments) F.Yr 2018/2019.



As can be seen by the graph above, sadly (but in no way negatively) the communication provided to the Early Years Sector in October 2018 about the Inclusion Fund, has been so successful the full budget for 2018/2019 Early Years Inclusion Fund was all spent by the end of December 2018 (£273K against a budget of £275K). All requests for further funding are now being declined (except those in progress).

Following on from the agreement in principal at the October meeting for the training overspend, the requests for SEN training from both settings and childminders are such that an overspend value of £66,300 is now committed to fund these courses (slightly less than originally requested). This will in itself be massively beneficial as

settings /childminders will be able to identify and support lower levels SEN needs sooner and better.

### **A Change of Heart regarding funding the Inclusion Conference!**

With this latest news, it now feels wrong to request to fund the Inclusion Conference with £18,500, when in reality individual children will now be missing out on specific support for their SEN needs during the next 3 months.

The original conference costs of £18,500 were to cover the costs of the place at the conference, plus funds to enable the settings to pay staff to attend, hence reducing barriers to attendance. It was expected to further promote the Inclusion Fund and drive further engagement with the Sector on SEN. Clearly, this is no longer needed and as such the Sector's challenge now is how to continue the momentum, whilst having no remaining budget for the next 3 months to spend on children.

We realise it would be inappropriate to request a portion of the additional £616K allocated to South Glos High Needs Block on 16<sup>th</sup> Dec by Central Government. As in reality, it is assumed this will simply be absorbed into the DSG deficit.

However, any additional overspend that could be allowed over and above the £66,300 (which was already agreed in principle), specifically now to fund individual children applications, would be very gratefully received by the Early Years Sector e.g. the originally requested £88K.

During the three months since the Sector was more fully advised of the Inclusion funding and it's revised processes, applications at approx. £40K per month have been allocated. So even the remaining money left from the training £3200 (£69500 - £66300) plus the £18,500 (originally requested for funding the Inclusion Conference), could only part-fund one month (but would be most gratefully received, as £21,700 for individual children over the next 3 months, is much better than zero!).

Only requesting a total overspend nearing the money equalling last year's Inclusion Fund outturn underspend figure (£149K) would enable the Early Years Inclusion Fund initiative (which is proving to be so successful) to continue this year at the current level. However, whilst we are obviously all so passionate about the needs of the children, we have been previously advised that this would likely to be a refused request.

It is difficult to underemphasise the benefits of upstreaming the Inclusion Support and of how the net impact is beneficial to schools. We hope Schools Forum would agree to still allowing the requested overspend of £88K i.e. with the remaining £21,700 (£3200 + £18500) to now be allocated to individual Children's SEN funding. Anything else would just be gratefully received by the children and settings who would benefit from it.

The Inclusion Fund for 2019/2020 is now after consultation expected to be set at 2% with an estimated budget of £277,726.

Sadly, the LA Early Years Team will need to re-visit the funding allocations and reduce them next year to ensure that the budget is not overspent next year, as there is no expectation to further request permission for an overspend. This year's request was a one off prompted solely by Sector concerns about the 2017/2018 Inclusion fund underspend being absorbed into the DSG deficit.

## SCHOOLS FORUM FORWARD PLAN

<p><b>17 January 2019 @ 4.30pm</b>  <b>Room 0012, Ground Floor</b></p>	<p><b>28<sup>th</sup> March 2019 @ 4.30pm</b>  <b>Room 0012, Ground Floor</b></p>
<ul style="list-style-type: none"> <li>• Schools in Financial Difficulty</li> <li>• Schools Budget – Verbal Update</li> <li>• Early Years Single Funding Formula</li> <li>• Early Years Inclusion Fund</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>

<p><b>9<sup>th</sup> May 2019 @ 4.30pm</b>  <b>Room 0012, Ground Floor</b></p>	<p><b>18<sup>th</sup> July 2019 @ 4.30pm</b>  <b>Room 0012, Ground Floor</b></p>
<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>

**ANY OTHER BUSINESS**