

Schools Forum

MONDAY 11th MARCH 2019 AT 2.30PM
AT OLDBURY COUNCIL HOUSE, COMMITTEE ROOM 2

Agenda

(Open to Public and Press)

1. Apologies for absence.
2. Members to declare any interest in matters to be discussed at the meeting.
3. To confirm the minutes of the meeting held on 14th January 2019.
4. School Budgets 2019/20 (Including Early Years and High Needs).
5. Working Group to be set up – Proposals for graduated change in ratio
6. Schools in Financial Difficulties - Process
7. High Needs Block Budget Monitoring 2018/19
8. Arrangements for Pupils with SEN, the use of PRU's, the education of children otherwise than at school; arrangements for EY provision
9. Teachers' Pension consultation – LA Response
10. Fair Funding Schemes update
11. School Forum – Forward Plan 2019/20
12. AOB

Next Meeting:

17th June 2019; Venue TBC

Schools Forum Distribution to Members:

Head Teachers Advisory Forum - Primary Schools (6)

Mr R Kentish, Mr P Jones, Ms K Bickley, Ms L Gillam, Ms C Walsh,
Mr G Linfood

Head Teachers Advisory Forum – Secondary Schools (4)

Mr P Shone, Mr A Burns, Mr D Irish, M Arnall

Head Teachers Advisory Forum – Special School (1)

Mr N Toplass

School Governors (4)

Mr B Patel, Ms. C. Gallant, Mr J Smallman, Ms L Howard, Ms A
Cysewski

Trade Union (1)

Mr. D Barton

Early Years Partnership (1)

Ms A Sahota

14-19 Provider (1)

D Holden

Pupil Referral Unit (1)

K Morgan

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Agenda Item 4

Schools Forum

11th March 2019

School Budgets 2019-20

This report is for information

1. Recommendations:

That Schools Forum members:

- 1.1 Note the contents of the report

2. Purpose

- 2.1 To inform Schools Forum members of the final school budget information including Schools Block, Early Years and High Needs Block, Pupil Premium Grant (PPG), and Devolved Formula capital (DFC).

3. Links to School Improvement Priorities

- 3.1 The report allows school governing bodies and academy boards to complete their financial planning for 2019/20 and to make appropriate structural and educational adjustments to meet the needs of young people within the constraints of their resource allocations.

4. Report Details

- 4.1 At its meeting on 14th January, Schools Forum members recommended the principles for the allocation of the Schools Block of the Dedicated Schools Grant (DSG); that the ratio of funding from primary to secondary should be maintained at 1:1.23. The principals were adopted by Cabinet on 20th February 2019 and this

information was formally issued to schools on the 28th February 2019.

- 4.2 It was also recommended that an options paper should be developed by Primary and Secondary schools working together through Schools Forum to consider the impact on the educational journey of children of staged movement towards the National Funding Formula model.
- 4.3 Information on Early years, High needs, Pupil Premium Grant and Devolved Formula Capital grant were also included in school Budget Information document that was released. (refer to appendix 1).

Early Years

- 4.4 Early Years funding for mainstream schools have been calculated based on the average of the termly hours for a year. Provisional Census data has been used for the January 2019 figures as the census has yet to be finalised.

High Needs

- 4.5 High needs funding for mainstream schools (for pupils costing above £10k and Focus Provision units) has now been calculated and included in the school budget information.

Pupil Premium Grant

- 4.6 Pupil Premium Grant figures are for illustrative purposes only and are based on January 2018 census data. Actual 2019/20 allocations will be based on pupils on roll in January 2019 and Free School Meals (FSM) history on all pupil level censuses since Summer 2013.
- 4.7 Each Primary FSM Ever 6 eligible pupil will attract £1,320; secondary pupils will attract £935. Each Looked After Child will attract £2,300 and each Service Child will attract £300.

Devolved Formula Capital

- 4.8 The rates for DFC remain the same as 2018/19 at £4,000 lump sum per school, and a variable per pupil sum of £11.25 for primary pupil, £16.88 secondary pupil, and £33.75 PRU pupils. It now also includes £22.50 per Post 16 pupil. The allocations are provisional and will be confirmed after March 2019.

- 4.9 Pupil numbers are based on the October school census and the 2017/18 Individualised Learner Record.

Post 16

- 4.10 The Department for Education have yet to inform the authority and the relevant schools of their funding factors and student numbers based on the autumn census. They will confirm the details by the middle of March 2019.

5. Recommendations

- 5.1 That Schools Forum members
- 5.2 Note the content of the school budgets 2019/20; with the Schools Block element that was formally issued to schools on 28^h February 2019 in line with the Schools and Early Years Finance regulations. The other elements of funding; Early years, high needs, Pupil Premium Grant and Devolved Formula Capital grant was also issued on 28th February 2019.

Rosemarie Kerr, Principal Accountant – Schools

Date: 05/03/2019

Contact Officer: Rosemarie Kerr

Tel No: 0121 569 8318

TABLE B: 2019-20 SCHOOL BUDGETS - FACTORS

SCHOOLS	AWPU (Primary/KS3)	AWPU (KS4)	TOTAL BASIC ENTITLEMENT	DEPRIVATION										LOW ATTAINMENT	EAL	TOTAL AEN	LUMP SUM	SPLIT SITE	RATES	PFI	TOTAL SCHOOL SPECIFIC	TOTAL 2019-20
				BAND F	BAND E	BAND D	BAND C	BAND B	BAND A	TOTAL IDACI												
ST PHILIPS CATHOLIC PRIMARY SCHOOL	654,305		654,305	0	861	24,032	35,586	7,835	27,669	95,984	128,828	34,438	259,250	129,057	0	2,183	0	131,240	1,044,795			
SUMMERHILL PRIMARY	2,290,068		2,290,068	0	2,289	32,704	87,655	87,566	120,112	330,326	370,403	52,172	752,902	129,057	0	19,325	0	148,382	3,191,351			
TAMESIDE PRIMARY ACADEMY	1,644,935		1,644,935	0	7,874	12,443	21,799	163,505	0	205,621	292,274	31,776	529,671	129,057	0	30,460	0	159,517	2,334,123			
TEMPLE MEADOW JR & INF	1,180,195		1,180,195	0	11,089	19,935	28,558	37,611	617	97,810	177,501	26,658	301,969	129,057	0	24,455	0	153,512	1,635,675			
TIMBERTREE JR & INF	635,960		635,960	0	9,217	5,060	1,518	9,469	0	25,264	104,236	3,932	133,433	129,057	0	1,566	0	130,623	900,015			
TIPTON GREEN JUNIOR	1,091,528		1,091,528	0	6,788	57,040	35,420	10,026	4,896	114,170	256,945	5,922	377,036	129,057	0	45,460	0	174,517	1,643,080			
TIVIDALE COMMUNITY	1,287,208		1,287,208	0	357	69,920	4,554	16,153	0	90,984	217,457	55,250	363,691	129,057	0	23,482	0	152,539	1,803,437			
TIVIDALE HALL JR & INF	1,278,035		1,278,035	0	2,215	11,960	2,024	41,775	612	58,586	174,068	16,746	249,400	129,057	0	32,851	0	161,908	1,689,342			
UPLANDS PRIMARY	2,614,163		2,614,163	0	13,864	159,459	73,639	37,153	7,422	291,537	468,202	139,658	899,397	129,057	0	-2,948	0	126,109	3,639,669			
SILVERTREES	801,065		801,065	0	6,573	35,420	21,252	8,355	3,672	75,272	132,485	48,407	256,164	129,057	0	6,954	0	136,011	1,193,240			
VICTORIA PARK PRIMARY ACADEMY	1,678,568		1,678,568	0	2,868	83,564	68,052	39,692	50,367	244,544	314,056	100,531	659,132	129,057	0	5,777	0	134,834	2,472,533			
WARLEY INFANTS	528,948		528,948	0	1,940	6,940	7,125	5,042	616	21,663	53,850	22,608	98,121	129,057	0	27,096	99,354	255,507	882,576			
WEDNESBURY OAK ACADEMY	1,241,345		1,241,345	0	2,513	29,123	25,425	83,964	28,291	169,317	181,386	7,942	358,645	129,057	0	4,577	0	133,634	1,733,624			
WHITECREST JR & INF	645,133		645,133	0	71	920	2,024	557	0	3,572	64,254	16,766	84,592	129,057	0	11,399	0	140,456	870,181			
WOOD GREEN JUNIOR	831,640		831,640	0	5,430	47,840	7,084	10,026	0	70,380	98,445	1,698	170,524	129,057	0	21,578	0	150,635	1,152,799			
YEW TREE JR & INF	1,758,063		1,758,063	0	8,002	65,320	75,900	21,166	5,508	175,896	280,858	24,022	480,777	129,057	0	35,536	0	164,593	2,403,433			
PRIMARY TOTAL	103,083,613	0	103,083,613	0	395,188	2,738,291	2,327,603	3,514,622	647,449	9,623,153	16,967,780	3,615,400	30,206,334	12,206,641	129,057	1,846,065	760,249	14,942,012	148,231,958			
Q3 TIPTON ACADEMY (ACE ACADEMY)	3,376,034	2,081,529	5,457,563	0	42,944	188,391	148,502	203,685	138,747	722,269	623,993	28,243	1,374,505	129,057	0	41,241	0	170,298	7,002,365			
BRISTNALL HALL ACADEMY	2,434,185	1,608,454	4,042,639	0	61,464	160,918	99,930	93,712	16,001	432,025	544,261	44,313	1,020,599	129,057	0	11,989	0	141,046	5,204,285			
GEORGE SALTER ACADEMY	2,610,513	1,715,971	4,326,484	0	76,911	96,811	55,105	332,815	8,889	570,530	401,109	8,589	980,229	129,057	0	37,062	0	166,119	5,472,832			
HOLLY LODGE HIGH	3,496,453	2,283,661	5,780,114	0	73,802	283,019	188,044	109,834	51,542	706,241	648,907	110,760	1,465,907	129,057	0	47,753	0	176,810	7,422,831			
OLDBURY ACADEMY (OCOS)	3,573,865	2,610,513	6,184,378	0	50,528	195,840	170,644	181,955	40,044	639,010	648,101	59,101	1,346,213	129,057	0	44,867	0	173,924	7,704,515			
ORMISTON ACADEMY	2,687,925	1,655,762	4,343,687	0	8,954	127,234	15,475	192,830	7,132	351,625	421,308	12,270	785,202	129,057	0	29,795	0	158,852	5,287,741			
ORMISTON FORGE ACADEMY (HFIELD)	3,573,865	2,081,529	5,655,394	0	155,727	113,390	107,164	204,171	4,440	584,892	606,257	29,515	1,220,663	129,057	0	39,721	0	168,778	7,044,836			
PERRYFIELDS HIGH	2,705,128	1,961,110	4,666,238	0	37,045	93,380	132,120	48,420	13,320	324,285	387,094	16,093	727,472	129,057	0	155,457	0	284,514	5,678,223			
PHOENIX COLLEGIATE HIGH	4,279,177	2,382,577	6,661,753	0	125,704	110,197	69,085	428,263	8,891	742,141	871,296	64,321	1,677,758	129,057	0	450,867	0	579,924	8,919,436			
Q3 ACADEMY (DARTMOUTH)	2,705,128	1,509,539	4,214,666	0	37,770	90,137	61,719	22,619	889	213,134	318,709	11,157	543,000	129,057	0	61,043	0	190,100	4,947,766			
Q3 LANGLEY ACADEMY	2,683,624	649,403	3,333,027	0	37,258	91,174	67,187	65,005	0	260,624	211,235	1,524	473,383	129,057	0	50,877	0	179,934	3,986,345			
RSA ACADEMY (WILLINGSWTH)	2,851,351	1,449,329	4,300,680	0	33,682	70,175	109,585	213,475	164,609	591,527	317,312	4,913	913,752	129,057	0	48,441	0	177,498	5,391,930			
SANDWELL ACADEMY	2,619,114	1,539,643	4,158,758	0	49,445	86,800	108,010	88,054	7,111	339,419	261,658	2,454	603,532	129,057	0	57,585	0	186,642	4,948,931			
SHIRELAND COLLEGIATE ACADEMY	2,812,645	1,685,867	4,498,511	0	35,707	243,020	166,777	94,509	93,329	633,344	493,351	60,296	1,186,991	129,057	0	37,799	0	166,856	5,852,358			
ST MICHAELS CE HIGH	3,083,588	1,978,313	5,061,900	0	32,243	114,724	176,894	218,697	888	543,446	535,222	27,017	1,105,685	129,057	0	0	480,125	609,182	6,776,768			
STUART BATHURST	1,948,208	1,225,694	3,173,902	0	56,483	78,358	66,330	126,406	11,591	339,167	320,278	11,043	670,488	129,057	0	-13,718	0	115,339	3,959,729			
WEST BROMWICH COLLEGIATE ACADEMY	439,028	0	439,028	0	5,617	12,331	10,174	15,612	2,990	46,724	44,455	3,301	94,480	75,283	0	55,000	0	130,283	663,791			
WODENSBOROUGH ORMISTON ACADEMY	2,700,827	1,389,120	4,089,947	0	60,280	59,614	115,725	269,866	8,026	513,511	555,465	47,121	1,116,097	129,057	0	25,780	0	154,837	5,360,880			
WOOD GREEN ACADEMY	3,311,524	2,197,647	5,509,171	0	134,803	159,413	130,652	117,015	7,104	548,987	465,355	22,103	1,036,446	129,057	0	27,096	0	156,153	6,701,770			
HEALTH FUTURES UTC	0	817,129	817,129	0	7,586	24,139	22,874	38,130	9,820	102,549	90,849	14,724	208,122	129,057	0	0	0	129,057	1,154,308			
SECONDARY TOTAL	53,892,179	32,822,790	86,714,969	0	1,123,953	2,399,065	2,021,997	3,065,071	595,363	9,205,449	8,766,215	578,859	18,550,523	2,527,366	0	1,208,655	480,125	4,216,147	109,481,639			
SCHOOLS TOTAL	156,975,792	32,822,790	189,798,582	0	1,519,141	5,137,356	4,349,600	6,579,693	1,242,812	18,828,603	25,733,995	4,194,259	48,756,857	14,734,008	129,057	3,054,720	1,240,374	19,158,158	257,713,597			

TABLE C: 2019-20 SCHOOL BUDGETS - FACTORS

SCHOOLS	BASIC ENTITLEMENT					IDACI							LOW ATTAINMENT					EAL			LUMP SUM			SPLIT SITE			RATES			PFI			TOTAL SCHOOL SPECIFIC	TOTAL 2019-20				
	2018/19	AWPU (Primary/KS3)	AWPU (KS4)	2019/20	DIFFERENC E	2018/19	BAND E	BAND D	BAND C	BAND B	BAND A	2019/20	DIFFERENC E	2018/19	2019/20	DIFFERENC E	2018/19	2019/20	DIFFERENC E	TOTAL AEN	2018/19	2019/20	DIFFERENC E	2018/19	2019/20	DIFFERENC E	2018/19	2019/20	DIFFERENC E	2018/19	2019/20	DIFFERENC E			2018/19	2019/20	DIFFERENC E	
ABBEY INFANT	824,834	807,180	807,180	-17,654	28,076	2,215	20,240	2,530	5,570	0	30,555	2,479	104,644	100,366	-4,279	48,222	51,735	3,513	182,656	129,057	129,057	0	0	0	0	0	0	0	0	0	14,609	13,206	-1,403	0	0	142,263	1,132,099	
ABBEY JUNIOR	1,111,998	1,103,758	1,103,758	-8,241	48,688	3,967	31,367	5,581	5,027	0	45,343	-3,345	138,223	155,695	17,472	4,230	4,230	-12	205,667	129,057	129,057	0	0	0	0	0	0	0	0	0	17,771	17,099	-672	0	0	146,156	1,455,181	
ALBERT PRITCHARD INF	800,394	807,180	807,180	6,786	72,967	5,859	51,980	6,578	6,127	0	70,544	-2,423	98,473	98,110	-363	30,055	31,369	1,314	200,023	129,057	129,057	0	0	0	0	0	0	0	0	0	20,838	16,226	-4,611	0	0	145,283	1,152,486	
ALL SAINTS JR & INF	1,124,218	1,210,770	1,210,770	86,552	69,055	10,888	7,379	4,058	56,958	1,227	80,510	11,454	161,375	183,227	21,852	35,264	36,892	1,628	300,628	129,057	129,057	0	0	0	0	0	0	0	0	0	0	0	0	0	0	129,057	1,640,455	
ANNIE LENNARD INF	745,405	721,570	721,570	-23,835	59,557	6,386	27,717	15,245	6,153	0	55,501	-4,356	104,536	106,967	2,431	7,717	13,438	5,722	175,907	129,057	129,057	0	0	0	0	0	0	0	0	0	19,101	9,215	-9,886	0	0	138,272	1,035,748	
BEARWOOD JR & INF	1,292,240	1,284,150	1,284,150	-8,090	89,515	5,169	29,581	14,236	31,341	3,690	84,016	-5,499	183,703	192,543	8,840	94,640	84,882	-9,758	361,441	129,057	129,057	0	0	0	0	0	0	0	0	0	24,912	22,520	-2,392	0	0	151,577	1,797,169	
BEAKHEATH JR & INF	1,359,448	1,360,588	1,360,588	1,139	172,745	1,286	49,680	83,490	38,990	1,224	174,670	1,925	183,749	185,066	1,306	15,646	15,727	82	375,453	129,057	129,057	0	0	0	0	0	0	0	0	59,431	61,118	1,687	208,327	216,661	8,333	406,835	2,142,876	
BLACKHOUSE JUNIOR	730,131	733,800	733,800	3,669	31,662	2,715	8,280	16,698	7,241	612	35,546	3,884	127,028	132,236	5,208	5,922	4,230	-1,692	172,012	129,057	129,057	0	0	0	0	0	0	0	0	0	12,589	11,955	-634	0	0	141,012	1,046,824	
BRANDHALL JR & INF	1,258,635	1,201,598	1,201,598	-57,038	124,579	1,429	18,860	81,972	12,254	1,224	115,739	-8,840	209,451	202,027	-7,425	33,572	29,033	-4,538	346,799	129,057	129,057	0	0	0	0	0	0	0	0	0	31,617	26,279	-5,338	0	0	155,336	1,703,733	
BRICKHOUSE JR & INF	614,043	639,018	639,018	24,975	84,029	1,371	2,787	28,610	53,989	0	86,756	2,727	100,055	106,799	6,744	4,915	5,894	979	199,449	129,057	129,057	0	0	0	0	0	0	0	0	0	14,763	13,345	-1,417	0	0	142,402	980,868	
BURNT TREE JR & INF	1,029,515	1,119,045	1,119,045	89,530	81,703	5,722	53,360	3,036	25,622	1,224	83,814	2,111	169,151	181,475	12,324	69,537	56,832	-12,705	322,121	129,057	129,057	0	0	0	0	0	0	0	0	0	27,747	30,717	2,970	0	0	159,774	1,600,939	
CAPE JR & INF	1,894,063	1,825,328	1,825,328	-68,735	284,006	3,588	84,180	111,826	22,837	48,960	271,161	-12,845	397,645	391,174	-6,471	126,002	107,747	-18,255	770,082	129,057	129,057	0	0	0	0	0	0	0	0	0	20,875	19,956	-919	0	0	149,013	2,744,422	
CAUSEWAY GREEN JR & INF	1,255,580	1,268,863	1,268,863	13,282	129,639	721	60,027	45,472	16,310	0	127,531	-2,108	247,118	234,281	-12,837	36,445	40,435	3,989	402,246	129,057	129,057	0	0	0	0	0	0	0	0	0	22,146	19,993	-2,153	0	0	148,950	1,820,959	
CHRIST CHURCH JR & INF	1,176,152	1,271,920	1,271,920	95,768	134,554	2,644	28,520	17,204	93,576	612	142,556	8,002	222,088	245,890	23,802	80,759	48,036	-12,724	436,451	129,057	129,057	0	0	0	0	0	0	0	0	0	5,588	4,917	-671	0	0	133,974	1,842,345	
CORNHAYES PRIMARY	682,422	651,248	651,248	-11,174	60,384	6,145	13,800	2,530	35,948	0	58,123	-2,821	82,356	76,828	-5,528	11,781	9,793	-1,987	144,744	129,057	129,057	0	0	0	0	0	0	0	0	0	0	0	0	0	0	82,384	927,549	
CROCKETTS LANE PRIMARY	1,252,525	1,351,415	1,351,415	98,890	145,567	7,161	55,186	81,651	13,857	4,294	162,348	17,291	272,319	277,870	5,551	106,040	93,727	-12,313	534,446	129,057	129,057	0	0	0	0	0	0	0	0	0	51,038	56,712	5,674	0	0	185,769	2,071,630	
DEVONSHIRE INF ACADEMY	852,328	831,640	831,640	-20,688	41,364	5,502	11,500	22,264	2,851	612	42,683	1,299	174,602	154,785	-19,817	167,874	145,985	-21,889	343,413	129,057	129,057	0	0	0	0	0	0	0	0	0	9,114	5,789	-3,325	0	0	134,826	1,309,879	
DEVONSHIRE JR ACADEMY	1,133,383	1,115,988	1,115,988	-17,395	74,020	7,860	21,160	37,950	2,228	1,224	70,422	-3,599	245,609	253,953	7,984	16,920	8,460	-8,460	332,475	129,057	129,057	0	0	0	0	0	0	0	0	0	-2,542	0	2,542	0	0	129,057	1,577,519	
EATON VALLEY JR & INF	1,249,470	1,274,978	1,274,978	25,507	96,047	5,073	22,080	4,554	61,827	1,836	95,370	-677	189,358	195,269	5,912	58,162	65,840	7,678	356,479	129,057	129,057	0	0	0	0	0	0	0	0	0	50,560	55,972	5,412	0	0	185,029	1,616,485	
FERNDALE JR & INF	1,695,492	1,703,028	1,703,028	7,536	51,667	3,578	13,634	25,340	12,524	0	55,076	3,408	272,928	288,286	15,358	52,394	41,352	-11,042	384,714	129,057	129,057	0	0	0	0	0	0	0	0	0	57,753	41,273	-16,300	0	0	170,330	2,258,071	
GALTON VALLEY PRIMARY	1,377,778	1,363,645	1,363,645	-14,133	173,827	3,804	148,325	13,724	3,917	2,459	172,228	-1,599	228,529	228,529	0	127,833	103,615	-24,217	500,272	129,057	129,057	0	0	0	0	0	0	0	0	0	72,144	74,455	2,311	215,707	224,335	8,628	427,847	2,295,864
GEORGE BETTS PRIMARY ACAD	1,261,690	1,247,460	1,247,460	-14,230	137,458	7,216	13,800	80,960	32,306	0	134,282	-3,176	239,820	234,020	-5,800	102,477	86,785	-15,692	455,088	129,057	129,057	0	0	0	0	0	0	0	0	0	4,798	4,165	-633	0	0	133,222	1,835,770	
GLEBEFIELDS JR & INF	1,225,031	1,213,828	1,213,828	-11,203	199,796	574	18,031	23,902	71,657	88,574	202,739	2,943	222,518	226,098	3,581	11,834	12,547	712	441,384	129,057	129,057	0	0	0	0	0	0	0	0	0	43,863	30,086	-13,777	0	0	159,143	1,814,355	
GRACE MARY JR & INF	727,076	736,858	736,858	9,782	81,548	286	7,360	4,048	71,296	0	82,990	1,442	118,940	118,950	10	13,552	10,629	-2,923	212,569	129,057	129,057	0	0	0	0	0	0	0	0	0	19,336	17,496	-1,840	0	0	146,553	1,095,979	
GREAT BRIDGE JR & INF	1,374,723	1,354,473	1,354,473	-20,250	104,894	716	42,877	20,793	41,870	3,067	109,322	4,428	286,993	282,308	-4,685	67,702	54,655	-13,047	446,285	129,057	129,057	0	0	0	0	0	0	0	0	0	49,051	56,828	7,778	211,441	219,899	8,458	405,784	2,206,542
GROVE VALLEY JR & INF	1,292,240	1,287,208	1,287,208	-5,032	28,498	1,504	11,988	6,086	7,817	0	27,396	-1,102	166,927	177,280	10,354	44,363	51,304	6,941	255,980	129,057	129,057	0	0	0	0	0	0	0	0	0	25,568	24,229	-1,339	0	0	153,286	1,696,473	
HANBURY PRIMARY	1,276,965	1,274,978	1,274,978	-1,987	175,873	4,534	25,483	43,322	100,425	0	173,764	-2,108	231,922	227,198	-4,724	72,310	71,149	-1,161	472,112	129,057	129,057	0	0	0	0	0	0	0	0	0	44,177	43,881	-296	0	0	172,938	1,920,028	
HALL GREEN JR & INF	1,261,690	1,287,208	1,287,208	25,517	185,342	3,967	13,932	8,685	151,270	0	177,855	-7,488	231,268	248,146	16,878	16,638	21,705	5,067	447,706	129,057	129,057	0	0	0	0	0	0	0	0	0	61,546	63,423	1,877	0	0	192,480	1,927,393	
HAMSTEAD INF	525,450	525,890	525,890																																			

TABLE C: 2019-20 SCHOOL BUDGETS - FACTORS

SCHOOLS	BASIC ENTITLEMENT					IDACI					LOW ATTAINMENT					EAL					LUMP SUM			SPLIT SITE			RATES			PFI			TOTAL SCHOOL SPECIFIC	TOTAL 2019-20
	2018/19	AWPU (Primary/KS3)	AWPU (KS4)	2019/20	DIFFERENC E	2018/19	BAND E	BAND D	BAND C	BAND B	BAND A	2019/20	DIFFERENC E	2018/19	2019/20	DIFFERENC E	2018/19	2019/20	DIFFERENC E	TOTAL AEN	2018/19	2019/20	DIFFERENC E	2018/19	2019/20	DIFFERENC E	2018/19	2019/20	DIFFERENC E	2018/19	2019/20	DIFFERENC E	TOTAL SCHOOL SPECIFIC	TOTAL 2019-20
Q3 TIPTON ACADEMY (ACE ACA	5,799,186	3,376,034	2,081,529	5,457,563	-341,623	752,256	42,944	188,391	148,502	203,685	138,747	722,269	-29,988	650,640	623,993	-26,647	47,853	28,243	-19,610	1,374,505	129,057	129,057	0	0	0	0	40,114	41,241	1,127	0	0	0	170,298	7,002,365
BRISTNALL HALL ACADEMY	4,019,792	2,434,185	1,608,454	4,042,639	22,847	431,275	61,464	160,918	99,930	93,712	16,001	432,025	751	565,544	544,261	-21,283	44,267	44,313	47	1,020,599	129,057	129,057	0	0	0	0	12,836	11,989	-847	0	0	0	141,046	5,204,285
GEORGE SALTER ACADEMY	4,429,096	2,610,513	1,715,971	4,326,484	-102,612	582,728	76,911	96,811	55,105	332,815	8,889	570,530	-12,198	401,127	401,109	-18	20,859	8,589	-12,270	980,229	129,057	129,057	0	0	0	0	35,992	37,062	1,070	0	0	0	166,119	5,472,832
HOLLY LODGE HIGH	5,816,420	3,496,453	2,283,661	5,780,114	-36,306	713,575	73,802	283,019	188,044	109,834	51,542	706,241	-7,335	674,975	648,907	-26,068	118,142	110,760	-7,382	1,465,907	129,057	129,057	0	0	0	0	45,138	47,753	2,615	0	0	0	176,810	7,422,831
OLDBURY ACADEMY (OCOS)	6,311,893	3,573,865	2,610,513	6,184,378	-127,515	629,613	50,528	195,840	170,644	181,955	40,044	639,010	9,396	645,120	648,101	2,982	86,066	59,101	-26,965	1,346,213	129,057	129,057	0	0	0	0	43,628	44,867	1,239	0	0	0	173,924	7,704,515
ORMISTON ACADEMY	4,205,056	2,687,925	1,655,762	4,343,687	138,631	359,008	8,954	127,234	15,475	192,830	7,132	351,625	-7,384	407,612	421,308	13,695	22,086	12,270	-9,816	785,202	129,057	129,057	0	0	0	0	28,144	29,795	1,651	0	0	0	158,852	5,287,741
ORMISTON FORGE ACADEMY (H	5,247,703	3,573,865	2,081,529	5,655,394	407,691	534,954	155,727	113,390	107,164	204,171	4,440	584,892	49,937	560,158	606,257	46,099	22,122	29,515	7,393	1,220,663	129,057	129,057	0	0	0	0	38,568	39,721	1,153	0	0	0	168,778	7,044,836
PERRYFIELDS HIGH	4,803,932	2,705,128	1,961,110	4,666,238	-137,694	318,309	37,045	93,380	132,120	48,420	13,320	324,285	5,976	394,394	387,094	-7,301	16,700	16,093	-607	727,472	129,057	129,057	0	0	0	0	151,415	155,457	4,042	0	0	0	284,514	5,678,223
PHOENIX COLLEGIATE HIGH	6,118,012	4,279,177	2,382,577	6,661,753	543,741	690,406	125,704	110,197	69,085	428,263	8,891	742,141	51,735	863,801	871,296	7,495	95,106	64,321	-30,785	1,677,758	129,057	129,057	0	0	0	0	163,043	450,867	287,824	0	0	0	579,924	8,919,436
Q3 ACADEMY (DARTMOUTH)	4,105,962	2,705,128	1,509,539	4,214,666	108,705	210,571	37,770	90,137	61,719	22,619	889	213,134	2,563	319,805	318,709	-1,095	1,228	11,157	9,929	543,000	129,057	129,057	0	0	0	0	56,051	61,043	4,992	0	0	0	190,100	4,947,766
Q3 Langley Academy	2,274,866	2,683,624	649,403	3,333,027	1,058,161	175,064	37,258	91,174	67,187	65,005	0	260,624	85,561	126,432	211,235	84,803	1,524	-159	473,383	129,057	129,057	0	0	0	0	72,791	50,877	-21,914	0	0	0	179,934	3,986,345	
RSA ACADEMY (WILLINGSWTH)	4,075,802	2,851,361	1,449,329	4,300,680	224,878	544,336	33,682	70,175	109,585	213,475	164,609	591,527	47,191	284,067	317,312	33,244	7,370	4,913	-2,457	913,752	129,057	129,057	0	0	0	0	46,721	48,441	1,720	0	0	0	177,498	5,391,930
SANDWELL ACADEMY	4,127,504	2,619,114	1,539,643	4,158,758	31,254	328,782	49,445	86,800	108,010	88,054	7,111	339,419	10,637	237,165	261,658	24,494	3,681	2,454	-1,227	603,532	129,057	129,057	0	0	0	0	55,851	57,585	1,733	0	0	0	186,642	4,948,931
SHIRLAND COLLEGIATE ACAD	4,161,972	2,812,845	1,685,867	4,498,511	336,540	598,627	35,707	243,020	166,777	94,508	93,329	633,344	34,717	467,996	493,351	25,355	46,826	60,296	13,670	1,186,991	129,057	129,057	0	0	0	0	36,718	37,799	1,081	0	0	0	166,856	5,852,358
ST MICHAELS CE HIGH	5,174,459	3,083,588	1,978,313	5,061,900	-112,559	562,840	32,243	114,724	176,894	218,697	888	543,446	-19,394	561,555	535,222	-26,333	18,701	27,017	8,316	1,105,685	129,057	129,057	0	0	0	0	0	0	0	0	0	0	609,182	6,776,768
STUART BATHURST	3,102,081	1,948,208	1,225,694	3,173,902	71,811	332,005	56,483	78,358	66,330	126,406	11,591	339,167	7,163	319,532	320,278	746	12,270	11,043	-1,227	670,488	129,057	129,057	0	0	0	0	27,130	-13,718	-40,848	0	0	0	115,339	3,959,729
WEST BROMWICH COLLEGIATE	0	439,028	0	439,028	439,028	0	5,617	12,331	10,174	15,612	2,990	46,724	46,724	0	44,455	44,455	0	3,301	3,301	94,480	0	75,283	75,283	0	0	0	0	55,000	55,000	0	0	0	130,283	663,791
WODENSBOROUGH ORMISTON	3,812,986	2,700,827	1,389,120	4,089,947	276,960	480,472	60,280	59,614	115,725	269,866	8,026	513,511	33,038	506,484	555,465	48,980	28,807	47,121	18,315	1,116,097	129,057	129,057	0	0	0	0	25,143	25,780	637	0	0	0	154,837	5,360,880
WOOD GREEN ACADEMY	5,424,350	3,311,524	2,197,647	5,509,171	84,821	540,157	134,803	159,413	130,652	117,015	7,104	548,987	8,830	500,564	465,355	-35,208	11,052	22,103	11,051	1,036,446	129,057	129,057	0	0	0	0	27,548	27,096	-452	0	0	0	156,153	6,701,770
HEALTH FUTURES UTC	1,219,294	0	817,129	817,129	-402,165	145,566	7,586	24,139	22,874	38,130	9,820	102,549	-43,017	134,180	90,849	23,396	14,724	-8,672	208,122	129,057	129,057	0	0	0	0	-22,570	0	22,570	0	0	0	129,057	1,154,308	
SECONDARY TOTAL	84,230,376	53,892,179	32,822,790	86,714,969	2,484,593	8,930,544	1,123,953	2,399,065	2,021,997	3,065,071	595,363	9,205,449	274,905	8,621,151	8,766,215	145,064	628,014	578,859	-49,156	18,550,523	2,452,083	2,527,366	75,283	0	0	0	884,262	1,208,655	324,393	468,415	480,125	11,710	4,216,147	109,481,639
SCHOOLS TOTAL	185,910,999	156,975,792	32,822,790	189,798,582	3,887,583	18,393,917	1,519,141	5,137,356	4,349,600	6,579,693	1,242,812	18,828,603	434,686	25,205,621	25,733,995	528,374	4,469,112	4,194,259	-274,853	48,756,857	14,583,441	14,734,008	150,567	129,057	129,057	0	3,078,185	3,054,720	-23,465	1,199,423	1,240,374	40,951	19,158,158	257,713,597

TABLE D

ILLUSTRATIVE PUPIL PREMIUM ALLOCATIONS 2019/20

(Based on Jan 2018 Census)

School Name	School Type	Total Pupil Premium allocation
Abbey Infant School	Community school	£56,080
Abbey Junior School	Community school	£119,100
Annie Lennard Primary School	Community school	£97,640
Bearwood Primary School	Community school	£190,720
Blackheath Primary School	Community school	£241,820
Bleakhouse Junior School	Community school	£92,660
Brandhall Primary School	Community school	£224,400
Burnt Tree Primary School	Community school	£166,320
Cape Primary School	Community school	£312,840
Causeway Green Primary School	Community school	£243,820
Crocketts Community Primary School	Community school	£174,240
Eaton Valley Primary School	Community school	£151,800
Ferndale Primary School	Community school	£148,780
Galton Valley Primary School	Community school	£192,720
Glebefields Primary School	Community school	£278,520
Grace Mary Primary School	Community school	£126,380
Great Bridge Primary School	Community school	£186,040
Grove Vale Primary School	Community school	£79,200
Hall Green Primary School	Community school	£270,140
Hamstead Infant School	Community school	£63,360
Hamstead Junior School	Community school	£118,800
Hanbury Primary School	Community school	£176,540
Hargate Primary School	Community school	£180,840
Hateley Heath Primary School	Community school	£227,340
Highfields Primary School	Community school	£116,800
Joseph Turner Primary School	Community school	£231,000
King George V Primary School	Community school	£107,220
Langley Primary School	Community school	£174,540
Lightwoods Primary School	Community school	£37,900
Lodge Primary School	Community school	£154,440
Lyng Primary School	Community school	£197,620
Moat Farm Infant School	Community school	£121,440
Newtown Primary School	Community school	£109,560
Oakham Primary School	Community school	£117,780
Ocker Hill Infant School	Community school	£57,400
Pennyhill Primary School	Community school	£305,900
Perryfields Primary School	Community school	£105,900
Reddal Hill Primary School	Community school	£167,640
Rood End Primary School	Community school	£223,080
Rounds Green Primary School	Community school	£203,280
Ryders Green Primary School	Community school	£198,980
Sacred Heart Primary School	Community school	£116,460
The Priory Primary School	Community school	£184,420
Tipton Green Junior School	Community school	£177,860
Tividale Community Primary School	Community school	£124,380
Tividale Hall Primary School	Community school	£139,240
Uplands Manor Primary School	Community school	£455,700
Warley Infant School	Community school	£75,240
Whitecrest Primary School	Community school	£27,380
Yew Tree Primary School	Community school	£286,320
Albert Pritchard Infant School	Foundation school	£75,240
Brickhouse Primary School	Foundation school	£123,740
Harvills Hawthorn Primary School	Foundation school	£198,300
Moat Farm Junior School	Foundation school	£207,200
Moorlands Primary School	Foundation school	£111,520
Old Hill Primary School	Foundation school	£127,360
Old Park Primary School	Foundation school	£144,860
Park Hill Primary School	Foundation school	£55,440
Rowley Hall Primary School	Foundation school	£278,100
Springfield Primary School	Foundation school	£184,800
Temple Meadow Primary School	Foundation school	£221,420
Wood Green Junior School	Foundation school	£128,300
All Saints CofE Primary School	Voluntary aided school	£112,200
Christ Church CofE Primary School	Voluntary aided school	£183,480
Holy Name Catholic Primary School	Voluntary aided school	£37,260
St John Bosco Catholic Primary School	Voluntary aided school	£79,200
St Margaret's CofE Primary School	Voluntary aided school	£35,300

TABLE D**ILLUSTRATIVE PUPIL PREMIUM ALLOCATIONS 2019/20**

(Based on Jan 2018 Census)

School Name	School Type	Total Pupil Premium allocation
St Mary's Catholic Primary School	Voluntary aided school	£77,880
St Matthew's CofE Primary School	Voluntary aided school	£111,180
Holy Trinity CofE Primary School	Voluntary controlled school	£190,380
St James CofE Primary School	Voluntary controlled school	£280,440
St Martin's CofE Primary School	Voluntary controlled school	£68,640
St Mary Magdalene CofE Voluntary Controlled Primary School	Voluntary controlled school	£64,340
Primary Schools Total		11,434,160
Holly Lodge High School College of Science	Foundation school	558,195
Perryfields High School Specialist Maths and Computing College	Community school	307,410
St Michael's CE High School	Voluntary aided school	439,580
Stuart Bathurst Catholic High School College of Performing Arts	Voluntary aided school	272,385
The Phoenix Collegiate	Foundation school	618,465
Secondary Schools Total		2,196,035
Maintained Mainstream Schools Total		13,630,195
Shenstone Lodge School	Community special school	52,660
The Meadows Sports College	Community special school	57,465
The Orchard School	Community special school	93,980
The Westminster School	Community special school	73,085
Special Schools Total		277,190
Sandwell Community School	Pupil referral unit	£85,515
The Primrose Centre	Pupil referral unit	£19,460
Whiteheath Education Centre	Pupil referral unit	£7,480
PRU Total		112,455
GRAND TOTAL		14,019,840

TABLE E - EARLY YEARS SCHOOL FUNDING 2019-20

Basic Hourly Rate	
Maintained	£3.90
Private/Voluntary	£3.90
Childminders	£3.90

Deprivation	
10.00	£0.00
30.00	£0.05
70.00	£0.10
90.00	£0.20
100.00	£0.25

	May-18	Oct-18	Jan-2019 Provisional Census Data as at 18th Feb 2019	Average	Funded Hours per Year	Funding - Basic	£0.25	Flexibility (Y/N)	Funding - Flexibility	Pupils in lowest SOA (IMD) %	Funding - Deprivation (IMD)	Total - Funding
ABBEY INFANT	960	870	960	930	35,340	£137,826			0	21	£1,767.00	£139,593
ALBERT PRITCHARD INF	1,080	690	810	860	32,680	£127,452			0	11	£1,634.00	£129,086
ALL SAINTS JR & INF	615	555	600	590	22,420	£87,438			0	30	£1,121.00	£88,559
ANNIE LENNARD INF	360	255	315	310	11,780	£45,942			0	24	£589.00	£46,531
BEARWOOD JR & INF	930	510	720	720	27,360	£106,704			0	26	£1,368.00	£108,072
BLACKHEATH JR & INF	900	720	795	805	30,590	£119,301			0	31	£3,059.00	£122,360
BRANDHALL JR & INF	1,290	898	1,060	1,082	41,129	£160,402			0	5	£0.00	£160,402
GALTON VALLEY PRIMARY	915	525	720	720	27,360	£106,704			0	89	£5,472.00	£112,176
BRICKHOUSE JR & INF	390	330	390	370	14,060	£54,834			0	41	£1,406.00	£56,240
BURN'T TREE JR & INF	540	360	480	460	17,480	£68,172			0	13	£874.00	£69,046
CAPE JR & INF	870	690	855	805	30,590	£119,301			0	54	£3,059.00	£122,360
CAUSEWAY GREEN JR & INF	750	645	645	680	25,840	£100,776			0	26	£1,292.00	£102,068
CHRIST CHURCH JR & INF	855	480	1,020	785	29,830	£116,337			0	66	£2,983.00	£119,320
CROCKETTS LANE PRIMARY	1,125	1,005	1,050	1,060	40,280	£157,092			0	63	£4,028.00	£161,120
EATON VALLEY PRIMARY	765	645	660	690	26,220	£102,258			0	33	£2,622.00	£104,880
DEVONSHIRE INF	1,350	945	1,125	1,140	43,320	£168,948			0	33	£4,332.00	£173,280
FERNDALE JR & INF	900	720	810	810	30,780	£120,042			0	6	£0.00	£120,042
GEORGE BETTS JR & INF	780	555	600	645	24,510	£95,589			0	54	£2,451.00	£98,040
GLEBEFIELDS JR & INF	885	600	810	765	29,070	£113,373			0	88	£5,814.00	£119,187
GRACE MARY JR & INF	615	555	615	595	22,610	£88,179			0	51	£2,261.00	£90,440
GREAT BRIDGE JR & INF	750	645	675	690	26,220	£102,258			0	35	£2,622.00	£104,880
HANBURY PRIMARY	1,050	720	960	910	34,580	£134,862			0	83	£6,916.00	£141,778
HALL GREEN JR & INF	810	705	795	770	29,260	£114,114			0	79	£5,852.00	£119,966
HAMSTEAD INF	780	495	630	635	24,130	£94,107			0	6	£0.00	£94,107
HARGATE JR & INF	1,200	840	1,080	1,040	39,520	£154,128			0	41	£3,952.00	£158,080
HARVILLS HAWTHORN PR	750	720	705	725	27,550	£107,445			0	67	£2,755.00	£110,200
HATELEY HEATH PRIM	870	630	720	740	28,120	£109,668			0	25	£1,406.00	£111,074
HIGHFIELDS JR & INF	780	705	705	730	27,740	£108,186			0	36	£2,774.00	£110,960
PENNYHILL PRIMARY	735	645	660	680	25,840	£100,776			0	42	£2,584.00	£103,360
HOLY NAME RC JR & INF	390	240	345	325	12,350	£48,165			0	0	£0.00	£48,165
HOLY TRINITY JR & INF	1,050	705	855	870	33,060	£128,934			0	87	£6,612.00	£135,546
HOLYHEAD JR & INF	405	210	255	290	11,020	£42,978			0	79	£2,204.00	£45,182
JOSEPH TURNER JR & INF	900	630	735	755	28,690	£111,891			0	88	£5,738.00	£117,629
JUBILEE PARK JR & INF	375	195	270	280	10,640	£41,496			0	85	£2,128.00	£43,624
KING GEORGE V PRIMARY	525	255	285	355	13,490	£52,611			0	76	£2,698.00	£55,309
LANGLEY JR & INF	765	495	645	635	24,130	£94,107			0	48	£2,413.00	£96,520
SUMMERHILL PRIMARY	735	795	900	810	30,780	£120,042			0	70	£3,078.00	£123,120
LODGE JR & INF	630	495	675	600	22,800	£88,920			0	52	£2,280.00	£91,200
LYNG JUNIOR & INF	1,050	675	885	870	33,060	£128,934			0	76	£6,612.00	£135,546
MESTY CROFT JR & INF	855	540	750	715	27,170	£105,963			0	42	£2,717.00	£108,680
MOAT FARM INF	720	585	750	685	26,030	£101,517			0	40	£2,603.00	£104,120
NEWTOWN JR & INF	360	330	390	360	13,680	£53,352			0	91	£3,420.00	£56,772
OAKHAM JR & INF	810	750	885	815	30,970	£120,783			0	46	£3,097.00	£123,880
OCKER HILL INFANTS	1,095	785	945	935	35,530	£138,567			0	51	£3,553.00	£142,120
OLD HILL JR & INF	645	465	525	545	20,710	£80,769			0	65	£2,071.00	£82,840
OLD PARK JR & INF	1,170	960	975	1,035	39,330	£153,387			0	38	£3,933.00	£157,320
PARK HILL JR & INF	810	600	720	710	26,980	£105,222			0	20	£1,349.00	£106,571
VICTORIA PARK PRIMARY	780	735	795	770	29,260	£114,114			0	90	£5,852.00	£119,966
PRIORY PRIMARY	450	540	600	530	20,140	£78,546			0	81	£4,028.00	£82,574
REDDAL HILL JR & INF	795	465	525	595	22,610	£88,179			0	32	£2,261.00	£90,440
ROOD END JR & INF	810	495	705	670	25,460	£99,294			0	61	£2,546.00	£101,840
ROUNDS GREEN JR & INF	540	375	480	465	17,670	£68,913			0	16	£883.50	£69,797
ROWLEY HALL JR & INF	915	690	855	820	31,160	£121,524			0	30	£3,116.00	£124,640
RYDERS GREEN JR & INF	840	525	660	675	25,650	£100,035			0	86	£5,130.00	£105,165
SACRED HEART JR & INF	585	525	600	570	21,660	£84,474			0	36	£2,166.00	£86,640
SHIRELAND HALL JR & INF	1,110	825	960	965	36,670	£143,013			0	49	£3,667.00	£146,680
SPRINGFIELD PRIMARY	858	615	825	766	29,108	£113,521			0	15	£1,455.40	£114,977
ST FRANCIS XAV JR & INF	480	405	480	455	17,290	£67,431			0	41	£1,729.00	£69,160
ST GREGORY'S JR & INF	255	195	240	230	8,740	£34,086			0	31	£874.00	£34,960
ST JAMES CE PRIMARY	705	600	615	640	24,320	£94,848			0	68	£2,432.00	£97,280
ST JOHN BOSCO JR & INF	645	540	645	610	23,180	£90,402			0	39	£2,318.00	£92,720
ST MARGARETS JR & INF	600	375	405	460	17,480	£68,172			0	4	£0.00	£68,172
ST MARTINS JR & INF	555	405	525	495	18,810	£73,359			0	26	£940.50	£74,300
ST MARY MAG JR & INF	345	240	285	290	11,020	£42,978			0	38	£1,102.00	£44,080

TABLE E - EARLY YEARS SCHOOL FUNDING 2019-20

Basic Hourly Rate	
Maintained	£3.90
Private/Voluntary	£3.90
Childminders	£3.90

Deprivation	
10.00	£0.00
30.00	£0.05
70.00	£0.10
90.00	£0.20
100.00	£0.25

	May-18	Oct-18	Jan-2019 Provisional Census Data as at 18th Feb 2019	Average	Funded Hours per Year	Funding - Basic	Flexibility (Y/N)	Funding - Flexibility	Pupils in lowest SOA (IMD) %	Funding - Deprivation (IMD)	Total - Funding
ST MARY'S JR & INF	480	330	450	420	15,960	£62,244		0	36	£1,596.00	£63,840
ST MATHEWS JR & INF	735	555	630	640	24,320	£94,848		0	76	£4,864.00	£99,712
ST PAULS JR & INF	375	330	0	235	8,930	£34,827		0	45	£893.00	£35,720
ST PHILIPS JR & INF	465	330	465	420	15,960	£62,244		0	91	£3,990.00	£66,234
TAMESIDE PRIMARY ACADEMY	945	495	660	700	26,600	£103,740		0	61	£2,660.00	£106,400
TEMPLE MEADOW JR & INF	615	450	465	510	19,380	£75,582		0	40	£1,938.00	£77,520
TIMBERTREE JR & INF	405	420	525	450	17,100	£66,690		0	11	£855.00	£67,545
TIVIDALE HALL JR & INF	825	525	645	665	25,270	£98,553		0	20	£1,263.50	£99,817
TIVIDALE COMMUNITY	1,035	840	945	940	35,720	£139,308		0	9	£0.00	£139,308
UPLANDS PRIMARY	1,410	1,080	1,425	1,305	49,590	£193,401	Y	£12,397.50	44	£4,959.00	£210,758
VICTORIA INFANTS	1,185	735	885	935	35,530	£138,567		0	45	£3,553.00	£142,120
WARLEY INFANTS	570	405	405	460	17,480	£68,172		0	26	£874.00	£69,046
WEDNESBURY OAK JR & INF	735	645	810	730	27,740	£108,186		0	30	£2,774.00	£110,960
YEW TREE JR & INF	915	750	945	870	33,060	£128,934		0	6	£0.00	£128,934
Total Maintained	59,853.0	44,787.5	53,215	52,618	1,999,497	£7,798,037		£12,397.50		£202,218.90	£8,012,653

TABLE F: DSG De-delegated Budgets 2019-20

REF	NAME	LEAD OFFICER	2019-20	Primary	Amount per Pupil	Secondary	Amount per Pupil
	De-delegated Budgets (Maintained Schools)		Pupil No	26,600		5,893	
			FSM	5,587		1,229	
	Behaviour Support Services						
1	Special Advisory Teachers - SEMH (previously Behaviour Support Team)	Kuldip Berdesha	414,300	352,200	13.24	62,100	10.54
2	Preventing Primary Exclusions Team	Kuldip Berdesha	152,500	152,500	5.73	0	-
	Total Behaviour Support Services		566,800	504,700		62,100	
	Licences/Subscriptions						
3	Health and Safety Licences and Subscriptions	Andrew Timmins	13,000	10,600	0.40	2,400	0.40
4	EVOLVE Annual Licence Fee	Bob Brooks	6,100	5,000	0.19	1,100	0.19
	Total Licences/Subscriptions		19,100	15,600		3,500	
	Staff Costs Supply Cover						
5	Union Facilities Time	Richard Oakes	202,000	202,000	7.59		
	School Improvement	Andrew Timmins					
6	School Improvement Services		100,000	81,900	3.08	18,100	3.07
	Contingencies						
7	Schools in financial difficulty	Chris Ward	250,000	204,700	7.70	45,300	7.69
	TOTAL DE-DELEGATED - MAINTAINED SCHOOLS		1,137,900	1,008,900		129,000	

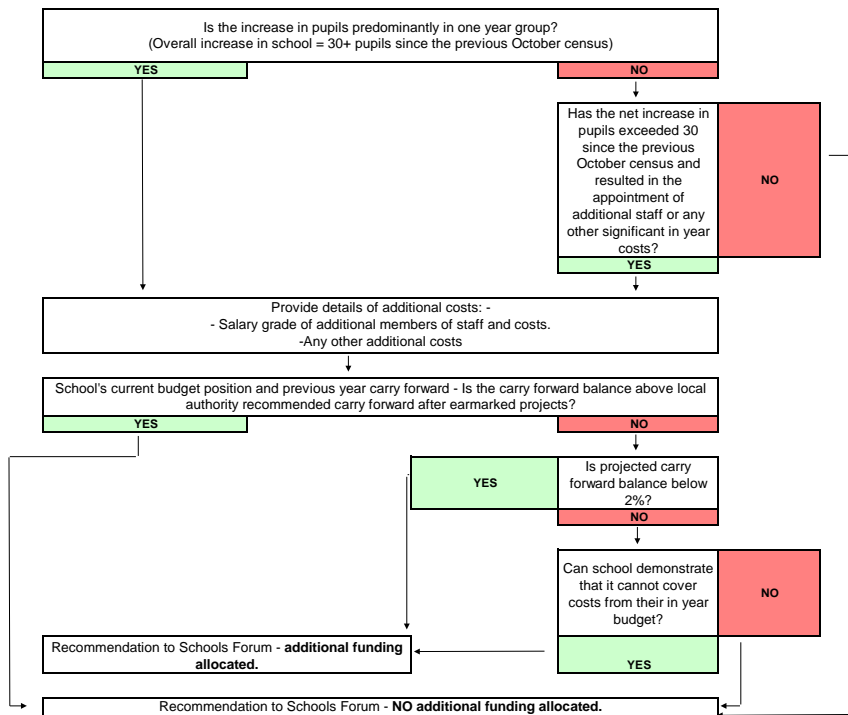
Education Functions 2019-20

REF	NAME	LEAD OFFICER	2019-20	Amount per Pupil
	Education Functions (Maintained Schools)		Pupil No	32,493
7	Education Benefits Team	Sue Moore/Joy Djukic	£172,000	£5.29
8	Children's Clothing Support Allowance	Sue Moore/Joy Djukic	£30,000	£0.92
9	Safeguarding and Attendance	Ramsey Richards	£244,000	£7.51
	TOTAL EDUCATION FUNCTIONS - MAINTAINED SCHOOLS		£446,000	13.73

Central School Services Block 2019-20

REF	NAME	2019-20
	All Schools including academies	
	Statutory/Regulatory/ Education Welfare/Asset Management	£1,259,000
	Schools Forum	£3,000
	Admissions Services	£452,600
	Historical Commitment - Pensions Administration	£264,400
	TOTAL EDUCATION FUNCTIONS - MAINTAINED SCHOOLS	£1,979,000

TABLE G: PUPIL NUMBER GROWTH CONTINGENCY - PROCESS FOR SIGNIFICANT PUPIL NUMBER INCREASES



School Organisation Contingency Funding Requests Criteria

General Guidance

- 1.1 **LA requested PAN/Bulge Class** - Additional funding will automatically be allocated to schools that are increasing their PANs or has a bulge class at the request of the local authority. The amount of funding allocated will be: - The school would receive basic entitlement/AWPU funding until the pupils are counted in the next October census and forms part of the Schools DSG Schools Block funding. This could result in pupils being funded for one academic year, which would cross over two financial years. (Basic per Pupil Entitlement x Additional Pupils x Year 1 7/12ths; Year 2 5/12ths.)
- 1.2 **"Excepted pupils" over PAN** - If a school accepts additional pupils over PAN; the school would receive 50% Basic Entitlement/AWPU until the pupils are counted in the next October census and it forms part of the schools basic funding.
- 1.3 **Mid-Year Admissions** - If a school has a minimum of 30 pupils net increase over the previous October census; the school will receive 50% Basic Entitlement/AWPU until the pupils are counted in the next October census and it forms part of the schools basic funding.
- 1.4 **Application Forms** - The Authority would automatically calculate the funding for all schools meeting the criteria as detailed in 1.1 to 1.3 so there would no longer be a requirement for schools to complete application forms in these instances. It is anticipated that schools meeting the criteria set out in section 1.1 would be paid from September of the relevant financial year. Schools meeting the criteria in section 1.2 and 1.3 would be paid in February.
- 1.5 Any other requests for additional funding must be made in writing to Schools Forum by the Headteacher on behalf of
- 1.6 The deadline for receiving requests for additional funding where there is an increase in one year group is 30th November of each year. The deadline for receiving requests for additional funding for mid-year admissions is 28th February of each financial year.
- 1.7 The Head's attendance is required at the appropriate Schools Forum meeting in order that clarity can be achieved and any questions answered. (All member interests must be declared).
- 1.8 Head's must then leave the room for Schools Forum members to discuss the requests. The decision will be notified to them by the next working day.
- 1.9 Forum members must consider the requests for additional funding and advise on any funding adjustments using the following criteria as a guide.
- 1.10 Only one allocation per school will be made from this budget each financial year.
- 1.11 Information on additional pupils will be taken from the official October and January census only. If this information has not been submitted by the school then no additional funding will be awarded. Applications requests based on the October census will be taken to School Forum in January and if approved paid in February. Applications requests based on the January census will be taken to Schools Forum in March and if approved commence payments in April.
- 1.12 No additional funding will be available for general "overall" school increases in pupil numbers. An analysis of year group increases will be required and will have to demonstrate the requirement for additional classes/members of staff.
- 1.13 The template below must be completed and submitted in order to request pupil growth funding.

PUPIL GROWTH FUNDING TEMPLATE

SCHOOL

Please detail the change in pupil numbers (since the October census on which your funding was based) across year groups: -

DATE OF PUPIL COUNT

YEAR GROUP	CHANGE IN PUPIL NUMBERS
RECEPTION/YEAR 7	
YEAR 1/YEAR 8	
YEAR 2/YEAR 9	
YEAR 3/YEAR 10	
YEAR 4/YEAR 11	
YEAR 5	
YEAR 6	
TOTAL CHANGE	

Please detail additional costs that need to be incurred as a result of the increase in pupil numbers e.g. new staff or reallocation of staff. Please provide grade and salary costs of any staff.

Please provide details of the last year outturn and the latest 3 year projections for the school.

	Last Outturn (£000)	Current Year (£000)	Year 2 (£000)	Year 3 (£000)
LA Funding/GAG				
Other Income				
TOTAL FUNDING	0	0	0	0
Staffing Costs				
Premises Costs				
Transport Costs				
Admin Supplies				
ICT				
Learning Resources				
TOTAL EXPENDITURE	0	0	0	0
B/fwd Balance			0	0
CUMULATIVE BALANCE	0	0	0	0
Balance as % of Funding				

4 Balances carried forward for the last 3 years

Balance Carried forward			
Balance as % of Funding			

For the current financial year please provide details of items earmarked from your projected balance and the remaining balance following this.

Projected Balance – Current Year	
Earmarked amounts: -	
Remaining Balance	
%	

Following this, if your projected balance is above the local authority recommended limit (8% for Primary and 5% for Secondary) **no funding will be allocated**. If your projected balance is above 2% please explain why these additional costs cannot be covered by your existing budget.

5 Are you requesting funding for additional language and deprivation needs as part of this? Please see Table H for criteria.

Yes		No	
------------	--	-----------	--

TABLE H - ADDITIONAL NEEDS FUNDING CRITERIA

- Funding will only be allocated to schools that have admitted a minimum of 5 pupils with additional needs.
- Funding will only be allocated to schools that it has been agreed meet the criteria for the existing pupil growth
- Schools will need to highlight the need for 'additional needs' funding as part of their request for funding for general
- Information from the latest census will be used to verify whether any of the additional pupils have additional needs.
- If a pupil is logged as having English as an Additional Language the following per pupil allocations will apply (in line

Primary	Secondary
£846	£1,227

- The pupils postcode will be matched to the relevant IDACI band and the following allocations applied if applicable (in line with the current funding formula): -

IDACI Band	Primary	Secondary
IDACI Band D	£460	£667
IDACI Band C	£506	£734
IDACI Band B	£557	£807
IDACI Band A	£612	£888

- No further funding allocations will be made once the £1m budget available has been used.
- If you are a school that has been expanded at the request of the local authority and have therefore been automatically allocated pupil growth funding please contact the Schools Strategic Finance Unit to request to be considered for additional needs funding.

Agenda Item 6

Schools Forum

11th March 2019

Schools in Financial Difficulties

This report is for decision

1. Recommendations:

That Schools Forum members:

- 1.1 Accept the contents of the report and approve the process as outlined in the report in order for schools in financial difficulties to be considered for funding.

2. Purpose

- 2.1 To present and obtain approval from school forum members on the proposed criteria for issuing funds to schools in financial difficulties

3. Report Details

- 3.1 During the course of the last few years the impact of national education funding changes and employment legislation has seen an increased number of schools experiencing financial difficulties. In the main schools have managed their resources very well during government austerity measures and maintained good quality provision for children and young people. However, the number of schools with annual surplus balances is reducing rapidly and an increasing number of school are operating budgets with an in year deficit.
- 3.2 Following the annual funding consultation with schools it was agreed at Schools Forum that a sum of £250k should be held within DSG to support schools which have reached a financial crisis point which cannot be managed through normal budget and staffing measures.

3.3 When agreeing to this de-delegation of funding schools have indicated the following points.

3.4 **The funding is NOT**

- for academies, PRUs and special schools
- a mitigation for weak budget and staffing management by a school
- an ongoing amount to be claimed to offset annual budget shortfalls

3.5 **The funding IS**

- for contributing schools only (LA maintained)
- to support schools where unforeseen additional costs have occurred which cannot reasonably be built in to a deficit recover plan
- to support schools where a one year dip in DSG/income is expected
- to support costs where a school in a deficit position is forced in to academy status

3.6 **Eligibility Criteria**

- Schools can request financial support if, at the end of financial closedown, they are in a deficit position without carry forward. These schools will be in discussions with the school finance team about their deficit recovery plan or already have one in place
- Schools in special measures, with a deficit recovery plan, which are forced to convert to academy status before the deficit recovery plan has delivered all financial savings.

3.7 **Limits of support**

- The total annual funding available is £250,000. There is no further funding available in year.

- Schools can only apply for support once in a financial year – except where forced academy conversion may leave a deficit budget
- The maximum support for a single school is £125,000 per year
- Unallocated funding will be carried forward to the next financial year.

3.8 **Applications**

- Written submissions can be made by Chair of Governing Body to Schools Forum.
- Submissions must be accompanied by the school deficit recovery plan and current budget information
- Schools are expected to include details of all savings, including proposed staffing changes, in deficit recovery plans.

SCHOOLS FORUM: Funding Support Application Form 2018/19

School Name	
Chair of Governors	
Chair of GB Finance	
Chair of GB Staffing	
Overview of reasons why the school is applying for support	
Budget final out turn figure 2018/19	
In year deficit 2018/19	
List action already undertaken in 2018/19 to reduce in year deficit	
List further action and savings required to return to a balanced budget position within three years	
Funding Support Requested (Amount £)	
How will the support funding be used and what will be the impact of the funding?	

3.9 **Information required to be attached to this request form**

- The school budget summary of expenditure 2018/19
- The school budget summary expenditure plan for 2019/20
- Staffing structure chart showing all posts and any affected by the proposed restructuring plans
- The full deficit recovery plan, signed by Chair of Governing Body and agreed by Finance officers.

3.10 **Process**

- School to financially manage in year deficit to best of their ability leading up to financial close down including using all financial reserves available from previous years
- School to contact Council Finance Department and work together to agree a deficit recovery plan
- School to contact HR and agree restructuring plans (if this is required)
- Once end of year closedown figures have been finalised and the deficit recovery plan is agreed the school can apply to Schools Forum for Financial assistance.
- A sub-committee of Schools Forum will review the submission and make a recommendation to Schools Forum.
- Schools Forum votes on the recommendation from the sub-committee at the next available meeting.
- Schools which are successful in their bid to School Forum will receive funding as agreed to support their recovery plan.

3.11 **Schools Forum: Sub-committee representatives**

- 2 primary school headteachers
- 2 secondary school headteachers
- LA Finance officer
- LA School Improvement Officer

The sub-committee may require attendance from the school finance officer to present the case for support funding.

FOR SCHOOL FORUM USE -----

School Forum Assurances Questions

Has all information been submitted as required?

Yes No

Comment:

Has the school taken sufficient steps in year to manage their in year deficit?

Yes No

Comment:

Are plans to reduce expenditure in the future robust and will they deliver the required savings to achieve a balanced budget within 3 financial years?

Yes No

Comment:

Is the proposed use of the support funding a reasonable and prudent use of resource?

Yes No

Comment:

4. Recommendations

4.1 That Schools Forum

Accept the contents of the report and approve the process as outlined in the report in order for schools in financial difficulties to be considered for funding.

Chris Ward – Director of Education, Employment & Skills

Date: 05/03/2019

Contact Officer: Chris Ward

Tel No: 0121 569 8335

Agenda Item 7

Schools Forum

11 March 2019

SPECIAL EDUCATIONAL NEEDS HIGH NEEDS BLOCK 2018/19
JANUARY 2019 MONITORING REPORT

This report is for decision

1. Recommendations:

That Schools Forum members:

- 1.1 Note the contents of the report in relation to the 2018/19 HNB Grant budget monitoring for the period 1 April – 31 January 2019.

2. Purpose

- 2.1 To provide schools forum with the HNB monitoring position as at 31 January 2019 projected to 31 March 2019.

3. Links to School Improvement Priorities

- 3.1 The continued improvement in attainment and progress rates of all pupils is integral to Sandwell's improvement strategy. Within this it is recognised that the performance of vulnerable groups funded through the High Needs Block arrangements, plays a key role in delivering improved outcomes overall. It is important to recognise that HNB funding resources are finite and need to be allocated to ensure professional services and learning support resources are available for schools to meet the needs of pupils whilst at the same time allowing schools enough scope to shape their support for young people.

4. HNB Budget 2018/19 Analysis

- 4.1 The HNB Grant for 2018/19 is was £37.609m. The DfE have allocated Sandwell an additional £1,702,844 over two years so the HNB shows an increase in grant of £851,422 in 2018/19. This will be shown on a separate line to highlight the fact that it has only been allocated for 2018/19 and 2019/20.

ILO - UNCLASSIFIED

- 4.2 Table 1 shows the current budget, outturn as at 31 March 2019 and the variances
- 4.3 The current anticipated in year deficit is £903K. This will be reduced to a £52K deficit after application of the additional grant of £851K shown in the table.
- 4.4 The balance brought forward as at 1 April 2018 was nil as the deficit from 2017/18 was dealt with as reported to Schools Forum in June.
- 4.5 The main variances are as follows:
- Place Funding £279K – an additional 16 places are required in special schools, 9 of which are in The Meadows School following the agreed expansion. Changes in the Focus Provision funding by the DfE has required additional places to be funded for pupils who are admitted after the October census date. This equates to £119K.
 - Alternative Provision £1,200K – the anticipated overspend is for pupils missing education, International new arrivals and hard to place pupils. This was raised as an issue in the outturn report presented to Forum in June 18 and work is currently being undertaken to look at the sudden increase in the pupils accessing this provision. This will be covered in more detail in a separate report.
 - SEN Developments currently funds staff salaries nearing the end of their contracts agreed by JEG in 2014/15 equating to £48K of which 28K will be met from the early years balances, costs for independent appeals and reports of £20K, an adjustment to the HNB funding from the DfE of £77K and the transfer in of £265K agreed by the Behaviour and Attendance Management Group. It also includes one off spend relating to the primary PRU.

Table 1 - HNB 2018/19 Budget Allocations

Budget Heading	Budget £000	Anticipated Outturn 31/3/19 £000	Variance from Budget £000
1) Out of Borough Placements	2,907	3,030	123
2) Pupil Top Up Funding	20,487	20,335	(152)
3) Place Funding	7,516	7,795	279
4) Hospital PRU	988	988	0
5) SEN Support Services	998	879	(119)
6) Support for Inclusion	2,709	2,565	(144)
7) Alternative Provision	160	1,360	1,200
7) SEN Developments	204	(64)	(268)
8) Other SEN Funding	1,584	1,569	(15)
9) Exclusions & Reintegration	56	55	(1)
TOTAL	37,609	38,512	903
Additional In year Grant	851	0	(851)
TOTAL	38,460	38,512	52

5. Other SEN Funding

5.1 Table 2 shows the breakdown of the other SEN funding of £1.584m

5.2 The reductions agreed by the Forum in September 2017 have been applied to the budgets.

Table 2 Other SEN Funding

Description	Budget 208/19 £000	Anticipated Outturn 31/3/19 £000
Central Recharges	508	508
SLAs with Health	87	87
Equal Pay Claim Special Schools	58	58
Transfer to CWD	96	96
Hospital Tuition	50	20
Mediation	10	25
Medical Malpractice Insurance	15	15
Non Statutory SEN Support	360	360
Contribution to SC Placements to be based on actual costs agreed on an individual basis	400	400
TOTAL	1,584	1,569

6. Focus Provision and Special School Place Funding

- 6.1 The attached shows the current position on the average occupancy for Focus Provisions and Special Schools from 1 April 2018 to 31 March 2019. No further amendments or updates will be made to this in this financial year as the delegation is now closed.
- 6.2 The Focus Provisions average under occupancy in 2018/19 was approximately 12%. It was 12 % at the beginning of the financial year, it increased to 15% in September as expected, pending the finalisation of key stage transfers, and ended on 8% in February 2018. There are still some EHCPs to be finalised naming focus provisions for which places are reserved.
- 6.3 The occupancy has also been affected by a new provision opening on 1 September 2018, which has been taking pupils on a phased

transfer, a provision that is due to cease. Pupils will not be placed in the provision that has given notice to cease. As pupils leave the places commissioned will be reduced through natural wastage so that only those pupils on roll are funded.

- 6.4 Three of the four special schools were over occupancy throughout the financial year and in-year adjustments have been made to account for the increases.
- 6.5 Shenstone Lodge School, takes pupils on roll throughout the year and September transfers are managed on a phased intake basis. The school had an average of 6% vacancies during the summer term. This increased, as anticipated in the first few weeks of the autumn term to 16% and reduced from mid-October to March. The vacancies are now running at 1%.

7. Recommendations

That Schools Forum members:

- 7.1 Note the contents of the report in relation to the 2018/19 HNB Grant budget monitoring for the period 1 April – 31 January 2019.

Date: 4/03/2019

Contact Officer: Chris Ward

Tel No: 0121-569-8338

FOCUS PROVISION AVERAGE OCCUPANCY TABLE 2018/19

		%	%	%	%	%	%	%	%	%	%	%	%	Places Available	Notes	Vacant Places @
		April	May	June	July	August	September	October	November	December	January	February	March			March
Christ Church C.E. Primary	CCD	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	8		0
Crocketts Lane Primary	PD	83%	83%	83%	83%	83%	75%	83%	83%	83%	92%	92%	92%	12		1
Devonshire Infant Academy	CCD	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	5		0
Devonshire Junior Academy	CCD	100%	80%	80%	80%	80%	100%	100%	100%	100%	120%	120%	120%	5		-1
Ferndale Primary	CCD	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	10		0
Galton Valley Primary	MLD	90%	100%	100%	100%	100%	90%	90%	90%	100%	100%	100%	100%	10		0
Grace Mary Primary	CCD	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	8		0
Great Bridge Primary	CCD	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	8		0
Hargate Primary	HI	76%	76%	76%	76%	76%	71%	71%	71%	76%	76%	76%	76%	17		4
Hargate Primary	SEMH	No FP	No FP	No FP	No FP	No FP	0%	0%	0%	20%	20%	20%	20%	5	New Provision wef 1/9/18 Evolve 1 pupil in the provision from November 2018	4
Ocker Hill Academy	CCD	30%	40%	40%	40%	40%	50%	50%	70%	80%	80%	80%	80%	10		2
Springfield Primary	CCD	88%	88%	88%	88%	88%	75%	75%	75%	75%	75%	75%	75%	8	Provision is being ceased. No pupils will be admitted and places commissioned will be reduced to match occupancy. 4 Places from 01/04/2019	2
St Martin's CE Primary	SEMH	20%	20%	20%	20%	20%	60%	60%	60%	60%	60%	60%	60%	5	1 place is reserved pending finalisation of EHCPs & start dates	2
Uplands Manor Primary	SLCN	75%	75%	75%	75%	75%	50%	63%	63%	63%	63%	75%	75%	8	1 place is reserved pending finalisation of EHCPs & start dates	2
Bristnall Hall High	CCD	96%	96%	96%	96%	96%	96%	96%	96%	96%	96%	100%	100%	25		0
St Michaels C.E High	PD	100%	100%	100%	100%	100%	95%	95%	95%	95%	95%	95%	95%	20		1
St Michaels C.E High	CCD	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	5		0
Wodensborough Ormiston Academy	HI	100%	100%	100%	100%	100%	80%	80%	80%	80%	80%	80%	80%	5		1
Wodensborough Ormiston Academy	CCD	92%	83%	83%	92%	92%	125%	125%	125%	125%	133%	133%	133%	12	Occupancy greater than commissioned places. Additional places to be commissioned. 25 Places from 01/11/2019	-4
Total Occupancy		85%	85%	85%	85%	85%	85%	87%	88%	90%	91%	92%	92%	186		14
Total Vacancies		12%	12%	12%	12%	12%	15%	13%	12%	10%	9%	8%	8%			

Academy Schools	
Occupied places is between	80% - 100%
Occupied places less than	80%
Occupied places over	100%

SPECIAL PROVISION AVERAGE OCCUPANCY TABLE

All figures are representative as at the first of the month

	% April	% May	% June	% July	% August	% September	% October	% November	% December	% January	% February	% March	Places Available	Notes	Vacant Places @ January	% Vacant	Notes
Meadows	99%	99%	100%	99%	99%	111%	110%	110%	111%	110%	110%	110%	151		15 Places Over	0%	
Orchard	101%	101%	101%	101%	101%	101%	101%	101%	101%	101%	101%	101%	145		1 Place Over	0%	
Shenstone	90%	94%	95%	95%	96%	84%	88%	90%	98%	96%	99%	99%	80		3	4%	
Westminster	100%	101%	100%	101%	101%	104%	104%	104%	105%	105%	105%	105%	189		10 Places Over	0%	
Total Occupancy	99%	99%	99%	99%	100%	102%	102%	103%	104%	104%	104%	104%	565		3	1%	
Total Vacancies	1%	1%	1%	1%	0%	0%	0%	0%	0%	0%	0%	0%					

Occupancy is between 90% & 100%
 Occupancy is less than 90%
 Occupancy is greater than 100%

Vacancies are less than 5%
 Vacancies are greater than 5%

SPECIAL PROVISION AVERAGE VACANCY TABLE

	% April	% May	% June	% July	% August	% September	% October	% November	% December	% January	% February	% March	Places Available	Notes	Vacant Places @ January	% Vacant	Notes
Meadows	1%	1%	0%	1%	1%	0%	0%	0%	0%	0%	0%	0%	151		15 Places Over	0%	
Orchard	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	145		1 Place Over	0%	
Shenstone	10%	6%	5%	5%	4%	16%	13%	10%	3%	4%	1%	1%	80		3	4%	
Westminster	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	189		10 Places Over	0%	

Vacancies are less than 5%
 Vacancies are greater than 5%

Agenda Item 8

Schools Forum

11th March 2019

**Annual Consultation on Arrangements for SEN Pupils, Early Years
and Financial Issues**

This report is for decision.

1. Recommendations:

That Schools Forum members:

- 1.1 Note the contents of the report in relation to the Dedicated Schools Grant as set out section 4.1 to 4.4 of the report.
- 1.2 Give a view to the Director of Education in respect of the financial issues for:
 - 1.2.1 Arrangements for pupils with special educational needs;
 - 1.2.2 Arrangement for use of pupil referral units and the education of children otherwise than at school;
 - 1.2.3 Arrangements for early years provision;
 - 1.2.4 Administration arrangements for the allocation of central government grants.

2. Purpose

- 2.1 To provide Schools Forum with information relating the the Dedicated School Grant (DSG) budget planning process and to carry out the annual consultation on financial issues, as required by the Schools Forums (England) Regulations 2012.

3. Links to School Improvement Priorities

- 3.1 The improvement in attainment and progress rates of all pupils is integral to Sandwell's improvement strategy. Within this it is recognised that the performance of vulnerable groups of pupils,

funded through high needs block arrangements, plays a key role in delivering improved outcomes overall. It is important to recognise the value of ensuring high quality early years provision and make effective use of all funding streams to support educational attainment. The Forum has a key role in ensuring financial resources are appropriately allocated to schools and services to deliver the best conditions for educational improvement.

4. Report Details

4.1 The DSG can only be used for the purposes of the Schools budget as defined in the School and Early Years Finance Regulations.

4.2 The DfE present the DSG in four funding blocks for the local authority:

- Schools Block;
- Early Years Block;
- High Needs Block; and
- Central School Services Block

4.3 Mainstream school's budgets have been issued for 2019/20. Special schools, PRU's were also issued with their budgets by 28th February 2018 as required by the regulations. Early Years providers

4.4 Table 1 details the funding given by the DfE for each block.

Table 1 – Sandwell DSG 2019/20 as at December 2018

Schools Block	Early Years Block	High Needs Block	Central School Services Block	Total DSG
£m	£m	£m	£m	£m
260.894	23.531	40.698	2.008	327.138

Annual Consultation Process

4.5 The Schools Forums regulations (England) Regulations 2012 state that the Local Authority must consult with the Schools Forum annually in respect of the following financial issues in order that Schools Forum can give a view:

- Arrangements for pupils with special educational needs;
- Arrangement for use of pupil referral units and the education of children otherwise than at school;
- Arrangements for early years provision;
- Administration arrangements for the allocation of central government grants.

4.6 A summary of each of the key areas is outlined below in order that Forum Members can give a view, as required under the 2012 Regulations.

Arrangements for pupils with special educational needs (SEN)

4.7 There have been significant changes to high needs funding to local authorities with the introduction of a national funding formula in 2018/19.

4.8 The immediate impact arising from a national funding formula for the High Needs Block was.

- A baseline adjustment has been made to reflect a change in the funding of special units and resourced provision in mainstream schools from April 2018.
- The adjustment is cost-neutral in terms of the DSG allocation to each local authority, but involves transferring £91 million from the high needs block to the schools' block.
- an import export adjustment of £6,000 per pupil or student in the high needs national funding formula will be made.
- This adjustment is to reflect any changes either in the placement by a local authority of pupils and students in

schools and colleges located in other local authority areas (exports), or in the funding required by schools and colleges accepting pupils and student's resident in other local authority areas (imports).

- As in previous years there will be further adjustments to the amounts of DSG that local authorities actually receive to take account of the funding for places in academies and colleges that is deducted from local authority allocations and paid directly by ESFA.
- The pre-16 place funding rates at SEN units and Focus provision units in mainstream schools will change. The 2019/2020 school's budget share is determined based on the total number of pupils on the roll of the school with sole and dual main enrolment status, including those in focus provision units, with no deduction made as in previous years. Places occupied by pupils on roll at the time of the school census return are funded at £6,000 per place. Where a place is not occupied by a pupil the place rate is £10,000.

- 4.9 Specialist educational establishments, such as special schools, Pupil Referral Units, have a planned place arrangement of £10,000 per pupil. The establishments then receive additional top-up funding (element 3) for each child with a statement of SEN or an Education Health and Care Plan is determined
- 4.10 The authority will continue to use a real-time approach to the distribution of top-up funding (i.e. the money follows the child). The level of top-up funding (element 3) for each child with an Education Health and Care Plan is determined using Sandwell's banding framework.
- 4.11 Due to the real-time funding approach, this could mean that the High Needs Block budget is placed under financial pressure during the financial year. The High Needs Block budget is also used to fund top-up across phases including Early years, Schools and FE establishments.
- 4.12 The Children and Families Act 2014 contains provisions which are a major reform of the present statutory framework for identifying children and young people with special education needs, assessing their needs and making provision for them.

- Statements have been replaced with a new 0-25 Education, Health and Care plans (EHC plans) for children and young people.
- The provision extends the rights and protections to 16 to 25 year olds in further education and training.
- Gives parents and young people greater control over the way their support is provided.

4.13 There are no changes proposed to Sandwell’s mechanism for funding SEN central services for:

- SEN service including High Cost Equipment
- Looked After Children in Education virtual school
- Inclusion Support including Sensory Support, Complex Communications and Autism Team and Early Years SEN.

The use of maintained Special Schools Places:

Special School	Number of Commissioned Places
Orchard	147
Meadow	167
Westminster	201
Shenstone	80
Total	595

The use of Focus Provision Places

School Phase	Number of Commissioned Places	Number of Commissioned Places	Number of Commissioned Places
		1/4/19	1/9/19
Primary	114	117	114
Secondary	67	75	75
Total	181	192	189

Arrangements for use of Pupil Referral Units and the Education of Children Otherwise than at school.

PRU provision is at:

- 4.14 The Primary PRU is based at the Primrose Centre, in Rowley Regis and has provision for 25 places for primary aged pupils
- 4.15 The Secondary PRU, Sandwell Community School, is located across 4 sites in the towns; Oldbury, Wednesbury, West Bromwich and Smethwick and offers 180 places for secondary aged pupils.
- 4.16 The Whiteheath Education Centre offers home tuition, hospital education and education within the centre based in Rowley Regis for children who have been referred for medical reasons. The unit is a 40 place provision. This provision is due to relocate to the Tipton site vacated by the Secondary PRU

Alternative Provision

- 4.17 The Local Authority has set up a centre; Sandwell Transition Education Partnership Service (STEPS)
- 4.18 The STEPS Centre supports children and their families/carers who are new to Sandwell and the UK, and speak English as an additional language.
- 4.19 The STEPS Centre provides:
- EAL development for children new to Sandwell and the UK and for whom English is an additional language

- Information and short courses for their parents and carers
- EAL CPD opportunities for Sandwell schools
- Support for the transition of newly arrived children into Sandwell schools

Arrangements for Early Years Provision

- 4.20 The mental health and wellbeing of early year's children is becoming a growing concern both nationally and locally and therefore educational advice and strategies for early intervention are being reviewed and developed in order to further support the early year's sector.
- 4.21 The Early Years sector is a growing market due to the additional funding for two year olds and the extension of funding for three and four year olds from 15 free hours nursery education to 30 free hours for working parents from September 2017. The Local Authority has a duty to ensure that there are sufficient places available to ensure the successful take up of the offer.
- 4.22 To meet the demand for places new Early Years settings are being established at a rapid rate. There are now 108 registered Day Care settings in Sandwell. A new setting will require support to ensure its future sustainability as a business and the development of quality practice to ensure the highest possible outcomes for children. This support is required for at least 30 months as the setting works towards their first Ofsted Inspection.
- 4.23 The ongoing development and training of the Early Years workforce is integral to the development of good quality Early Years provision and raising the number of children who reach a good level of development at the end of the Early Years.
- 4.24 The Local Authority has a duty to support Early Years settings when they receive an Inadequate or Requires Improvement judgement from Ofsted to ensure they develop their quality of early education to improve outcomes for children.

Administration Arrangements for the allocation of Central Government Grants

4.25 Pupil Premium Grant

The grant provides funding for two Government policies:

- raising the attainment of disadvantaged pupils and closing the gap with their peers
- supporting children and young people with parents in the regular armed forces

For 2019/20 Schools will receive the following per pupil funding currently eligible for free school meals (FSM) or has been eligible for FSM in the past 6 years.

- **Primary £1,320**
- **Secondary £935**
- **Service Child £300**

The per pupil funding for looked after children is £2,300, which is administered by the Virtual Head for Looked after Children and they determine the allocations to be sent to schools.

The estimated grant for Sandwell maintained schools for 2019/20 is £14.020m.

4.26 Early Years Pupil Premium Grant

The DfE have set out how they intend to pay the grant to local authorities. From January 2018, they will use the school census and early years census to collect information on:

- how many eligible children in your area are taking up their entitlement to EYPP
- the eligibility criteria these children meet

The DfE will use this data to calculate how much funding they give each local authority in future financial years.

The authority has to fund all eligible early years' providers in Sandwell at the national rate of 53p per hour per eligible pupil.

This means that in the financial year 2019/2020, providers will receive £302.10 for each eligible child who takes up the full 570 hours of state-funded early education they are entitled to.

4.27 PE and Sports grant

The premium should be used to fund improvements to the provision of PE and sport, for the benefit of primary-aged pupils, to give them the opportunity to develop a healthy lifestyle.

Allocations for the academic year 2018/19 was calculated using the number of pupils in years 1 to 6, as recorded on January 2018 census, as follows:

- Schools with 17 or more pupils receive £16,000 plus £10 per pupil; and
- Schools with 16 or fewer pupils receive £1,000 per pupil.

The premium for the 2018/2019 academic year is funded over two instalments from the Secretary of State to the Authority as follows:

Financial Year	2018/19 Academic Year:
2018-19	September 2018 to March 2019
2019-20	April to August 2019

The DfE have not yet issued any information on the grant for the academic year 2019/20.

4.28 Post 16 Maintained Schools

The Education Funding Agency notifies the authority of the grant. The grant for 2018/19 was £3.118m. The full grant for 2019/20 is yet to be announced.

4.29 Universal Free Schools Meals Grant for Infants

Funding is based on a rate of £2.30 for each meal taken by eligible pupils in reception; year 1 and year 2. It is assumed that pupils will take 190 school meals in the course of a full academic year. This provides a figure of £437 per eligible pupil.

For the academic year 2018 to 2019 a provisional allocation to schools on the final allocation for academic 2017 to 2018. The balance based on actual census figures for October 2018 and January 2019 will be made in June 2019.

Allocation for academic year 2019 to 2020 has not yet been announced.

Capital Grants – Devolved Formula Capital Grant

The Devolved Formula Capital (DFC) allocation is direct funding for individual schools. Sandwell is responsible for the payment of DFC for all maintained schools excluding Voluntary Aided (VA) Schools who receive their funding direct from the DfE; as VA school's premises are not within the ownership of a local authority.

For 2019/20 Sandwell will allocate estimated DFC grant to schools of £0.623m.

Each institution gets a fixed lump sum of £4,000 and a variable amount based on their pupil numbers multiplied by the appropriate rate per pupil.

Pupil numbers are based on the school census collected in January 2018 and the 2018/19 Individualised Learner Record.

Funding rates 2019/2020	Phase-related Differential	Non-boarding pupil rate	Boarding pupil rate
Nursery / Primary	1.0	£11.25	£33.75
Secondary	1.5	£16.88	£33.75
Post-16	2.0	£22.50	£33.75
Special / PRU	3.0	£33.75	£33.75

5. Recommendations

That Schools Forum members:

- 5.1 Note the contents of the report in relation to the Dedicated Schools Grant as set out section 4.1 to 4.4 of the report.
- 5.2 Give a view to the Director of Education in respect of the financial issues for:
 - Arrangements for pupils with special educational needs;
 - Arrangement for use of pupil referral units and the education of children otherwise than at school;
 - Arrangements for early years provision;

ILO - UNCLASSIFIED

- Administration arrangements for the allocation of central government grants.

Rosemarie Kerr, Principal Accountant – Schools

Date: 05/03/2019

Contact Officer: Rosemarie Kerr

Tel No: 0121 569 8318

[ILO: UNCLASSIFIED]

Agenda Item 9

Schools Forum

11th March 2019

Teachers' Pensions Employer Contributions

This report is for information

1. Recommendations:

That Schools Forum members:

- 1.1 Note the contents of the report

2. Purpose

- 2.1 To inform school forum members of the authority response to the consultation on "Funding Increases to teachers' pensions employer contributions.

3. Report Details

- 3.1 On the 15th January 2019, the Department for Education (DfE) issued a consultation on "Funding Increases to teachers' pensions employer contributions". The deadline for responses was 12th February 2019.
- 3.2 The consultation was on the DfE proposal to support certain education institutions with the increase to employer contributions to the Teachers' Pension Scheme (TPS) in 2019-20.
- 3.3 The consultation focused on the TPS, which provides a pension for teachers in the following sectors: State-funded schools, Further Education (FE), Higher Education (HE), and Independent Schools. The department invited responses from the following groups or individuals:
- TPS Employers
 - Teachers – both those in affected sectors and those outside.

- Other staff working in these sectors
- Sector bodies

Background and Context

3.4 The consultation is included in Appendix 1 and the authority response is set out in Appendix 2.

4. **Recommendations**

That Schools Forum

4.1 Note the contents of the report

Rosemarie Kerr, Principal Accountant – Schools

Date: 05/03/2019

Contact Officer: Rosemarie Kerr

Tel No: 0121 569 8318



Department
for Education

Funding increases to teachers' pensions employer contributions

Government consultation

Launch date: 15 January 2019

Respond by: 12 February 2019

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1. Introduction

This is a consultation on the Department for Education's proposal to support certain education institutions with the increase to employer contributions to the Teachers' Pension Scheme (TPS) in 2019-20.

Who this is for

This consultation focuses on the TPS, which provides a pension for teachers in the following sectors: State-funded schools, Further Education (FE), Higher Education (HE), and Independent Schools. The department therefore invites responses from the following groups or individuals:

- TPS Employers
- Teachers – both those in affected sectors and those outside.
- Other staff working in these sectors
- Sector bodies

Issue date

The consultation was issued on 15 January 2019.

Enquiries

If your enquiry is related to the policy content of the consultation, you can contact the team on:

TPSEmployerContributions.consultation@education.gov.uk

If your enquiry is related to the DfE e-consultation website or the consultation process in general, you can contact the DfE Ministerial and Public Communications Division by email: Consultations.Coordinator@education.gov.uk or by telephone: 0370 000 2288 or via the [DfE Contact us page](#).

Additional copies

Additional copies are available electronically and can be downloaded from [GOV.UK DfE consultations](#).

The response

The results of the consultation and the Department's response will be [published on GOV.UK](#) in spring 2019.

2. Background and Context

- 2.1 The TPS, along with all other unfunded public sector pension schemes, is required to complete a valuation every four years. The valuation has two main purposes: to assess the scheme's assets and liabilities and therefore the cost of providing pensions in the long-term; and to recalculate the employer 'cost cap' to determine whether it remains within the settlement reached in 2015.
- 2.2 In valuing the scheme, the Department must make several assumptions based on past scheme experience and take account of economic and other factors, provided by HM Treasury.
- 2.3 A significant factor affecting employer costs, and therefore the contribution rate needed, is the Superannuation Contributions Adjusted for Past Experience (SCAPE) discount rate, this is the rate used to determine the cost today of providing pensions into the future. This reflects the important principle that the full costs of pensions are recognised at the point they are earned and are provided for accordingly. At Budget 2018, HM Treasury confirmed there would be a further change (reduction) to the rate, to CPI + 2.4%, from April 2019. The change follows the Office for Budget Responsibility's latest forecast on long-term Gross Domestic Product, which estimated a lower than anticipated rate of growth and thus, under the mechanism agreed for determining the SCAPE rate, the need to adjust the rate in order to ensure costs continue to be provided for appropriately.
- 2.4 The estimated employer contribution rate required for the period from 1 April 2019 to 31 March 2023 is 22.8%. This is based on adjusting the scheme design by changing the rate by which pensions accrue. The Department has agreed, with HM Treasury, that the employer contribution rate for the current valuation will be implemented from 1 September 2019 rather than 1 April 2019. Whilst this gives employers more time to plan for the contribution change, there is an offset in that it will create a small deficit in the first year. In order to recover this deficit an amendment to the contribution rate, to take account of the fact that it will not be paid for the full valuation period, will be made resulting in an employer contribution rate of **23.6%** from 1 September 2019 to 31 March 2023.
- 2.5 These are draft valuations. If final employer contributions are higher or lower, the Department will adjust the funding allocated accordingly to ensure that institutions who we have proposed to fund are fully compensated.

Effect on the institutions

- 2.7 These changes will bring about increased costs for affected institutions. This Consultation Document concerns itself with four education ‘sectors’ – State-funded schools, Independent schools, FE, and HE. For more details on the institutions that fall in these categories, please see 4.6 and 4.12.
- 2.8 Overall the Department estimates the overall increased costs to be £1.1bn in 2019-20 across these four sectors, split as follows, rounded to the nearest £10m:

Education Sector	Cost in 2019-20 from 1 Sept 2019 Implementation (£m)
State-funded schools	830
Independent schools	110
FE	80
HE	80

- 2.9 These costs include the funds from delaying the implementation from 1 April to 1 September 2019, at a payback rate that would see the amount fully returned in March 2023 (although the exact speed of payback has not yet been determined).

3. About this consultation

- 3.1 The Department has chosen to run a public consultation to ensure that all affected sectors have an opportunity to share views on the impact these changes will bring.
- 3.2 This Consultation Document seeks views on the proposal to provide funding to support i) schools (see 4.6 for breakdown) and ii) FE colleges and other public-funded training organisations (see 4.12 for breakdown), to cover the increase in employer contributions, and to better understand the impact on the HE sector and Independent schools, for whom it is proposed that funding support will not be provided.
- 3.3 The Consultation Document therefore sets out:
- The decisions leading up to the publication of the draft HM Treasury directions in September 2018.
 - The Department's proposed approach to support some institutions in meeting these increased employer contributions in FY 2019-20¹.
 - The recourse for all affected parties to give their views on the approach.
- 3.4 This Consultation Document seeks to understand:
- Views on those sectors that DfE proposes to support. This will contribute to our evidence base for our current funding proposition.
 - The impact on sectors that DfE proposes not to support. This will enable us to gain a fuller understanding of the impact of these changes and inform any mitigations we may therefore wish to put in place.
- 3.5 This consultation is:
- a) Concerned with the effect of the increased costs resulting from changes to the TPS on each sector, rather than wider funding to individual sectors.
 - b) Concerned with costs in 2019-20 – as the final year of the current Spending Review. For most institutions that are funded on a financial year basis, this means through to March 2020. For academies and colleges that are funded on an academic year basis, this means

¹ See para 3.5b for more information

through to August 2020. The funding of this commitment and any other funding beyond 2019-20 is a question for Spending Review 2019.

- c) About institutions in England only. Funding for institutions in Devolved Administrations is a matter for those governments.
- d) Only concerned with funding the increased employer contribution costs of the Teachers' Pension Scheme. The Ministry of Housing, Communities and Local Government are running a separate consultation on Fair Deal and strengthening pension protection in respect of non-teaching staff under the Local Government Pension Scheme (LGPS)².

3.6 This consultation is not about the allocation mechanisms for the funding reaching affected institutions. For this, the Department will work with the schools sector (excluding independent schools) and FE sector representatives, including: the School and Academy Funding Group (SAFG); the Service Working Group for Education and Children's Service (SWGECS); The Association of Colleges (AOC); the Sixth Form Colleges Association (SFCA); Collab; HOLEX; and Natspec, to discuss the most appropriate allocation methodology for funding. There will also be opportunities for discussion with representative bodies on a one-to-one basis. As it is not currently the Department's position to fund HE providers and Independent schools, no discussions on allocation mechanisms will take place at this time.

3.7 This consultation will last four weeks from 15th January 2019 to 12 February 2019.

² <https://www.gov.uk/government/consultations/local-government-pension-scheme-fair-deal-strengthening-pension-protection>

4. Funding Rationale

- 4.1 The Department proposes funding i) schools (see 4.6 for breakdown) and ii) FE colleges and other public-funded training organisations (see 4.12 for breakdown) for these increased costs.
- 4.2 The Department believes it is fair, practical and reasonable that institutions are funded on a whole sector basis, to ensure that all institutions are given an equal opportunity to adjust to the costs and to ensure equity across the country and the system.
- 4.3 One of the Department's priorities is that every pound is optimally allocated. This has led to some difficult decisions, namely not proposing to fund i) Universities and other organisations providing Higher Education obliged to offer TPS and ii) Independent schools, for these increased costs. We value these sectors and are committed to seeing them thrive, but our evidence suggests that i) schools (see 4.6 for breakdown) and ii) FE colleges and other public-funded training organisations (see 4.12 for breakdown), are in high levels of need for additional support for these costs and are most directly funded by Government grant(s). This is therefore our starting position but we would like to use this consultation to test the impact on other providers.
- 4.4 The Department does not propose to provide funding to any other organisations not already listed who participate in the scheme on a voluntary basis but are conducting a consultation to understand the impact upon all sectors to inform the Department in making a final decision.

Providing funding to schools

- 4.5 As a Government, we have committed to protecting state-funded schools. In 2017, the Department invested a further £1.3bn over and above plans set out at the last Spending Review and is committed to protecting school funding in real terms per pupil through to 2019-20. The Department recognises the significance of this pension pressure and intends to protect schools from it by fully funding the increase in employer contribution rate in 2019-20. Centrally employed teachers are not directly employed by schools. However, we recognise the work they do to support pupils in schools. Given this, and the significance of the pension pressure, we intend to provide funding for centrally employed teachers.
- 4.6 The department proposes providing funding towards the following institutions to cover the £830m increase to employer contributions in FY 2019-20:

- Mainstream and special maintained schools
- Mainstream and special academies (including Alternative Provision, 16-19 academies and free schools)³
- Maintained nursery schools
- Non-maintained special schools
- Independent Special Schools, to the extent they educate children with Education, Health and Care Plans.
- Local Authority Centrally Employed Teachers
- Music Education Hubs

Question 1.

Do you agree with the proposal to fund schools (as defined in 4.6) for these increased costs?

Providing funding to FE colleges and other public-funded training organisations

- 4.7 The FE sector, and colleges specifically, play a critical role in the continuing education and training of young people beyond the age of 16, supporting adults to retrain throughout their working lives, and reaching students from disadvantaged backgrounds who have not achieved good educational outcomes through compulsory education.
- 4.8 To meet the challenges set out in the Industrial Strategy⁴ the Department is establishing a technical education system intended to be on a par with the best in the world. Having high quality FE teachers will be critical to the successful delivery of our priorities in that strategy: Apprenticeships, post 16 Maths and English and in due course T levels.
- 4.9 We also anticipate more jobs will be subject to automation, requiring adults to re-skill to remain in the labour market and economically active. The FE sector will have a critical role delivering basic skills through to Level 6. Yet the UK

³ See para 3.5b for more information

⁴ <https://www.gov.uk/government/topical-events/the-uks-industrial-strategy>

continues to rank poorly in the OECD skills comparison: The UK is in the bottom quartile for L4&5 technical skills, 3rd quartile for L2&3 intermediate skills and basic numeracy and the 2nd quartile for basic literacy and level 6 skills.

- 4.10 Alongside this ambitious reform agenda, the Department know colleges are in a financially challenging environment. Although by 2019-20 the funding available for apprenticeships in England will have risen to over £2.5bn and the Adult Education Budget protected in cash terms since the last Spending Review.
- 4.11 We want a financially sustainable sector, which is why we have already invested in restructuring of colleges. The government recognises that not funding the increased employer contributions would increase financial pressures that could undermine investment already made and influence, for example, colleges' ability to recruit and retain the teachers they need.
- 4.12 The following institutions are required to participate in the TPS, which the Department proposes providing £80m to cover the costs of increased employer contributions in FY 2019-20⁵:
- General Further Education Colleges
 - Sixth Form Colleges
 - Designated Institutions (including the new designated institutions that form part of HE provider group structures).
 - Specialist Post-16 Institutions
 - Adult & Community Learning Providers

Question 2.

Do you agree with the proposal to fund FE colleges and other public-funded training organisations for these increased costs?

⁵ See para 3.5b for more information

Impact on Universities and other organisations providing Higher Education obliged to offer TPS

- 4.13 The Department also recognises there will be additional costs that will significantly affect Universities and other organisations providing Higher Education obliged to offer TPS. We therefore want to understand fully the impact across the HE sector for us to decide if mitigations are necessary. We invite responses from all affected institutions to understand the impact of these changes.

Impact on Independent Schools

- 4.14 The Department recognises that these costs will also place a pressure on the Independent schools sector and therefore invites responses to understand the effects these changes will impose.

Question 3.

Please provide any additional evidence relating to the impact on all sectors, which you think the Department should consider considering these proposals.

Equalities Impact

- 4.15 The Department's initial assessment is that the proposed approach does not impact on any protected characteristics aside from largely targeting funding to providers with those in education under the age of 18.

Question 4.

To what extent will this proposal have an impact on people with one or more protected characteristics?

5 How to Respond

To help us analyse the responses please use the online system wherever possible. Visit www.education.gov.uk/consultations to submit your response.

Other ways to respond

If for exceptional reasons, you are unable to use the online system, for example because you use specialist accessibility software that is not compatible with the system, you may download a word document version of the form and email it or post it.

By email

TPSEmployerContributions.CONULTATIONS@education.gov.uk

By post

Kimble Silverman
Department for Education
Sanctuary Buildings,
Great Smith Street,
London
SW1P 3BT

Deadline

The consultation closes on 12 February 2019

The responses to the consultation will be analysed by us or an independent organisation under contract to Department for Education.

Information provided in response to consultations, including personal information, may be subject to publication or disclosure under the Freedom of Information Act 2000, or the Environmental Information Regulations 2004.

If a request for disclosure of the information you have provided is received, your explanation about why you consider it to be confidential will be considered, but no assurance can be given that confidentiality can be maintained. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on the department.

The department will process your personal data (name and address and any other identifying material) in accordance with the Data Protection Act 2018, and your personal information will only be used for the purposes of this consultation. Your information will not be shared with third parties unless the law allows it.

The department's [personal information charter](#) contains the standards you can expect from us when we ask for and hold your personal information.



Department
for Education

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Response ID ANON-2NJM-XMB7-NSubmitted to **Funding the education sector for teacher pensions increases**Submitted on **2019-01-25 10:46:04****Introduction****1 What is your name?****Name:**

Rosemarie Kerr

2 What is your email address?**Email:**

rose_kerr@sandwell.gov.uk

3 What is your organisation?**Organisation:**

Local Government

Questions on the Department for Education's current proposal**4 Which sector do you represent? (If more than one please select the sector which you work with/represent most closely)**

Local Authority (Local Authority Centrally Employed Teachers, Music Education Hubs, Local Council)

text box:

I am representing a local authority with responsibility for maintained schools as well as centrally employed teachers

5 What is your role? (If more than one please select your primary role):

Local Authority Official

text box:**6 Do you agree with the proposal to fund schools (as defined in 4.6) for these increased costs?****text box:**

1). The LA agree in principle with the proposal to fund schools as schools are already facing significant budget pressures, so without this funding this would make the situation much worse.

2). A suggestion was made as to whether an alternative to funding each school for the increase in pension rates, would be to keep the rate charged to schools at 16.48% and the government to directly fund the pension fund as this is a national fund, rather than distribute to all schools on a methodology which could be questioned by some or all stakeholders.

3). Local authorities and schools would need solid assurances that this additional funding, however distributed would continue after 2021 and into the next spending review.

4). Without this additional funding, schools when faced with the considerable increase in TPS costs, would have no alternative but to make redundancies/restructure to keep within their funding allocations.

5). Local authorities with maintained schools with a post 16 provision want to be assured that the funding methodology takes into consideration the teachers employed to provide this service.

6). The authority is concerned that any delay in the payment of this funding could cause significant cashflow problems for schools, so this needs to be avoided at all costs.

7). The Local authority has experienced significant population increase, which has resulted in the requirement to ask schools to increase their PAN and to build new schools. The Local Authority are concerned that the lagged nature of funding for pupils, and the requirement to have additional new teachers straight away, could mean they are not factored into the funding methodology, but the school would be incurring the additional cost. This could cause additional budget pressures on the schools which have not yet been considered.

8). The authority with maintained special schools require assurances that the full budget implications are considered in the proposed funding methodology of the increased pension costs.

9). All schools need to know asap the spending review proposals after 2021 so the financial implications can be assessed properly and they have sufficient time to take action where necessary.

7 Do you agree with the proposal to fund FE colleges and other public-funded training organisations for these increased costs?

text box:

Yes. The LA agree in principle. The principle of funding needs to be fair, equitable and consistent for those institutions which will be affected by this change.

8 Please provide any additional evidence relating to the impact on all sectors, which you think the Department should consider considering these proposals.

text box:

Please refer to responses in question 6

9 To what extent will this proposal have an impact on people with one or more protected characteristics?

text box:

Th

10 Would you like us to keep your responses confidential?

No

Reason for confidentiality:

Schools Forum

11th March 2019

Scheme for Financing of Schools: Updates

This report is for information

1. Recommendations:

That Schools Forum members:

- 1.1 Note the consultation with maintained schools relating to updates to the Scheme for the Financing of Schools as outlined in the report and Appendix 1.

2. Purpose

- 2.1 This report is to inform school forum members that the authority will consult with schools on the updates to be made to the Scheme for the Financing of Schools.

3. Links to School Improvement Priorities

- 3.1 School leaders and the relevant committee of governing bodies should take note of proposed changes and how they impact on management of school finances and budgets.

4. Report Details

- 4.1 Local authorities are required by the Department for Education (DfE) to publish schemes of financing setting out the financial relationship between them and the schools they maintain.

Directed Revision

- 4.2 The Secretary of State may by direction revise the whole or any part of the scheme. In order to make a directed revision, the Secretary of State has to consult the relevant local authorities and other interested parties.

4.3 **Updates to the guidance**

4.4 Updates have been made to reflect current policy positions and changes in legislation:

4.5 paragraph 1.4: added “It is also possible for the Secretary of State to make directed revisions to schemes after consultation. Such revisions become part of the scheme from the date of the direction”

4.6 paragraph 2.1.4: added “The scheme should encourage schools to register anything that is portable and attractive, such as a camera”

4.7 paragraph 2.4: changed title from “Efficiency and Value for Money” to “School Resource Management”

4.8 paragraph 2.4: changed wording, including a change from “achieve efficiencies” to “effective management of resources”

4.9 paragraph 2.10: removed “A scheme may invite schools to nominate suppliers for inclusion on lists of approved suppliers. The intention is to ensure that schools do not have to be subjected to unreasonable requirements as to authority counter-signature or use of an approved list, but also ensures that they should obtain at least three tenders or quotations for orders above a certain threshold”

4.10 paragraph 2.10: removed “Authorities may issue lists of approved suppliers; but schools must not be compelled either directly or indirectly to use them. Authorities may wish to point out the advantages of using lists of approved suppliers, eg assurance on health and safety issues”

4.11 paragraph 2.10: added “Schools may seek advice on a range of compliant deals via Buying for schools (<https://www.gov.uk/guidance/buying-for-schools>)”

4.12 paragraph 2.14: removed generic references to legislation “School Premises Regulations and DfE Construction Standards, and health and safety legislation”, added references to specific legislation

4.13 paragraph 2.16: removed advice that all local authorities with a delegated budget must submit the schools financial value standard

form before 31 March 2013 and annually thereafter; replaced with advice that the form should be submitted before the end of the financial year

- 4.14 paragraph 3.6: added “Schemes may also wish to permit the use of credit or charge cards. However, no interest charges should be incurred by the school, with balances fully cleared on a monthly basis”
- 4.15 paragraph 5.1: added “However, where land is held by a charitable trust, it will be for the school’s trustees to determine the use of any income generated by the land”
- 4.16 paragraph 6.2.2: changed “Other expenditure incurred to secure resignations where the school
- 4.17 had not followed authority advice” to “Other expenditure incurred to secure resignations where there is good reason to charge this to the school (see Annex B)”
- 4.18 paragraph 8.1: changed to explain the scheme should contain a provision barring the authority from discriminating in its provision of services on the basis of categories of schools, except in cases where this would be allowable under the school and early years finance regulations or the dedicated schools grant (DSG) conditions of grant
- 4.19 paragraph 8.2: clarification provided on provisions to limit the term of agreement with a school to buy services or facilities from the authority
- 4.20 paragraph 8.4: revised quoted legislation and updated expectation of monthly not annual returns
- 4.21 paragraph 10.1: added “The evidence required to demonstrate the parity of cover should be reasonable, not place an undue burden upon the school, nor act as a barrier to the school exercising their choice of supplier”
- 4.22 paragraph 11.11: clarification on how to fund early retirement and redundancy costs; changed “If the authority proposes to depart from this, then the scheme should contain a provision setting out the circumstances in which exceptions will be made” to “If the authority proposes to make local arrangements in accordance with

the act, then the scheme should contain a provision setting out how this will work”

- 4.23 section 13: updated to reflect changes to the Children and Families Act 2014; a school is no longer required to consult before establishing community facilities, and there is no longer a need for a school to be mindful of a local authority’s advice, under section 27 of the Education Act 2002. **Appendix C “Application of Schemes for Financing Schools to the Community Facilities Power” will be updated as soon as practicable.**

There are significant updates to this section which schools will need to take particular regard.

- 4.24 paragraph 13.15: changed “Criminal Records Bureau” to “Disclosure Barring service”
- 4.25 annex A: (Refer to Section 1 of the Fair Funding Scheme) removed advice that an authority must publish a statement showing outturn expenditure “at both central level and for each school, and balances held in respect of each school”
- 4.26 annex A: (Refer to Section 1 of the Fair Funding Scheme) removed advice that each school must receive a copy of each year’s budget and outturn statements so far as they relate to that school or central expenditure
- 4.27 annex C: updated in line with section 13

5. Recommendations

- 5.1 That Schools Forum members approve the updates to the Scheme for the Financing of Schools outlined in the report and Appendix 1.

Rose Kerr, Principal Accountant

Date: 05/03/2019

Contact Officer: Rose Kerr

Tel No: 0121 569 8318

Agenda Item 10 – Appendix 1

Scheme for the Financing of Schools

IL0: Unclassified

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Section 1: Introduction

1. Introduction and background

1.1 The funding framework

The funding framework which replaces Local Management of Schools is set out in the legislative provisions in sections 45-53 of the School Standards and Framework Act 1998 (the Act).

Under this legislation, local authorities determine for themselves the size of their schools budget and non-schools education budget – although at a minimum an authority must appropriate its entire Dedicated Schools Grant to their schools budget.

The categories of expenditure which fall within the two budgets are prescribed under regulations made by the Secretary of State, but included within the two, taken together, is all expenditure, direct and indirect, on an authority's maintained schools except for capital and certain miscellaneous items.

The authority may ~~deduct~~retain funding from the schools budget for ~~certain~~ purposes specified in regulations made by the Secretary of State under s. 45A of the Act. (the centrally retained expenditure).

The amounts to be retained centrally are decided by the authority concerned, subject to any limits or conditions, ~~(including gaining the approval of their Schools Forum or the Secretary of State in certain instances),~~ as prescribed by the Secretary of State.

The balance of the schools budget left after deduction of centrally retained funds is termed the Individual Schools Budget (ISB). Expenditure items in the non schools education budget must be retained centrally, ~~(although earmarked allocations may be made to schools).~~

Local authorities must distribute the ISB amongst their maintained schools using a formula which accords with regulations made by the Secretary of State, and enables the calculation of a budget share for each maintained school.

This budget share is then delegated to the governing body of the school concerned unless the school is a new school which has

not yet received a delegated budget, or the right to a delegated budget has been suspended in accordance with ~~Ssection-~~ 51 of the Act.

The Act requires the financial controls within which delegation works to be set out in a scheme made by the authority in accordance with Section 48 of the Act and regulations made under that Section.

~~All~~ proposals to revise the scheme must be approved by the Schools Forum, though the Authority may apply to The Secretary of State for approval in the event of the Forum rejecting a proposal or approving it subject to modifications that are not acceptable to the Authority.

Subject to any provisions made by or under the scheme, governing bodies of schools may spend such amounts of their budget shares as they think fit for any purposes of their school* and for any additional purposes prescribed by the Secretary of State¹ in regulations under Section 50 of the Act (*Section 50 has been amended to provide that amounts spent by a governing body on providing community facilities or services under section 27 of the Education Act 2002 are treated as if they were amounts spent for the purposes of the school (s50 (3A) of the Act).

An authority may suspend a school's right to a delegated budget if the provisions of the ~~authority's school~~ financing scheme (or rules applied by the scheme) have been substantially or persistently breached, or if the budget share has not been managed satisfactorily. A school's right to a delegated budget share may also be suspended for other reasons (Schedule 17 of the Act).

The authority is obliged to publish each year a statement setting out details of its planned ~~sSchools bBudget~~ and other expenditure on children's services, showing the amounts to be centrally retained and funding delegated ~~to~~ schools. After each financial year the authority must publish a statement showing out-turn expenditure ~~at both central level and for each school, and the balances held in respect of each school.~~

¹In regulations made under S.50 of the School Standards and Framework Act 1998.

The detailed publication requirements for financial statements are set out in directions issued by the Secretary of State, ~~but each school must receive a copy of each year's budget and out turn statements so far as they relate to that school or central expenditure.~~

A copy of each year's budget and outturn statement should be made easily accessible to all schools.

Regulations also require an authority to publish their scheme and any amendments to it on a website accessible to the general public, by the date that any revisions come into force, together with a statement that the revised scheme comes into force on that date.

1.2 **The role of the scheme**

This scheme sets out the financial relationship between the authority and the maintained schools that it funds. It contains requirements relating to financial management and associated issues, which are binding on both the authority and on the schools.

1.2.1 **Application of the scheme to the authority and maintained schools**

This scheme applies to all community, nursery, voluntary, foundation, community special and foundation special schools and pupil referral units (PRUs) maintained by Sandwell MBC (Please refer to the Schools Strategic Finance Unit to confirm if your school has to comply with these regulations).

1.3 **Publication of the scheme**

A copy of the scheme will be available on the main council website and the Schools Strategic Finance Virtual Office. This revised scheme came into force on 1 April 201~~9~~6.

1.4 **Revision of the scheme**

Any proposed revisions to the schemes will be the subject of consultation with the governing body and the head teacher of

every school maintained by the authority before they are submitted to the Schools Forum for their approval.

All proposed revisions must be submitted to the Schools Forum for approval by members of the Forum representing maintained schools. Where the schools forum does not approve them, or approves them subject to modifications which are not acceptable to the authority, the authority may apply to the Secretary of State for approval.

It is also possible for the Secretary of State to make directed revisions to schemes after consultation. Such revisions become part of the scheme from the date of the direction

1.5 **Delegation of powers to the head teacher**

Each governing body is asked to consider the extent to which it wishes to delegate its financial powers to the head teacher, and to record its decision (and any revisions) in the minutes of the governing body.

The full governing body (or a committee of the governing body) must approve the school's first formal budget plan and agree the responsibilities of the head teacher and governing body in respect of the annual budget plan. Where a committee approves the full budget this must be ratified by the full governing body as soon as possible after. This includes any major decisions on virements between budget heads during the year. In practice decision-making often needs to be at short notice and the governors may wish to delegate the day-to-day management of a school's budget to the head teacher. The authority advises that the governors approve a virement limit for the head teacher of £20,000. All virements should be reported to the next available finance committee of the governors. The head teacher is responsible for ensuring that the correct financial practice and procedures are followed.

1.6 **Maintenance of schools**

The authority is responsible for maintaining the schools covered by the scheme, and this includes the duty of defraying all the expenses of maintaining them (except in the case of a voluntary school where some of the expenses are, by statute, payable by the governing body). Part of the way an authority maintains schools is through the funding system put in place under sections 45 to 53 of the Schools Standards and Framework Act 1998.

[Click back to contents](#)

Section 2: Financial requirements - audit

2.1 General Procedures

2.1.1 Application of financial controls to schools

In managing their delegated budgets, schools must abide by the authority's requirements on financial controls and monitoring.

Certain of these are directly referred to in this scheme while others are included in the following: -

- Financial Regulations and Procedures
- Contract and Procurement Procedure Rules
- School Bank Account Scheme (**Appendix A** to this scheme).

2.1.2 Provision of financial information and reports

Schools are required to provide the authority with details of expected and actual expenditure and income, in a form and at times determined by the authority. However, the authority may not require submission of such details more often than once every three months except for those connected with tax or banking reconciliation unless the authority has notified the school in writing that in its view the school's financial position requires more frequent submission or the school is in its first year of operation.

Schools are required to submit monitoring information on a termly basis in the Consistent Financial Reporting Format (**Appendix D**). See **Appendix G** for a description of the information required.

The Schools Strategic Finance Unit now has the ability to remotely access school's financial systems. Schools must allow the Finance Unit to access this information when it is considered necessary by the Chief Finance Officer.

2.1.3 Payment of salaries: payment of bills

The procedures for these will vary according to the choices schools make about the holding of bank accounts and the buying back of the authority's payroll system.

The procedures that apply to the different choices made by schools are set out in **Appendix A**.

2.1.4 **Control of assets**

Each school must maintain an inventory of its moveable non-capital assets in a form determined by the authority.

Schools should make use of the inventory module of their Financial Management Systems to record assets above £1,000 in value. The basic authorisation a procedure for disposal of assets is set out in the authority's Financial Regulations.

Schools are free to determine their own arrangements for keeping a register of assets worth less than £1,000. However, they must keep a register in some form.

Schools should register anything that is portable and attractive, such as a camera

2.1.5 **Accounting policies (including year-end procedures)**

Schools must abide by procedures issued by the authority in relation to accounting policies and year-end procedures.

These procedures are as set out in the following document in closedown guidance published each year.

2.1.6 **Writing off of debts**

Governing bodies are only authorised to write off debts following consultation with the Chief Finance Officer.

2.2 **Basis of accounting**

Reports and accounts furnished to the authority must be in accordance with the procedures laid down by the Chief Finance Officer.

2.3 **Submission of budget plans**

Each school is required to submit a budget plan to the authority by 15th May each year.

The budget plan must show the school's intentions for expenditure in the current financial year. This must show a detailed breakdown of planned expenditure and income for the year and the assumptions underpinning the plan. Schools may take full account of estimated deficits/surpluses at the previous 31st March in their budget plan.

The format of the budget plan shall be in a form as determined by the Chief Finance Officer and information will need to be reported on the Consistent Financial Reporting Format. (See **Appendix F** for further details on the information required to be submitted in support of budget plans).

The school's formal annual budget plan must be approved by the governing body or a committee of the governing body. Where it is approved by a committee, it must be ratified by the full governing body as soon as possible after.

The authority may also require the submission of revised plans where the authority deems it necessary. Such revised plans shall not be required at intervals of less than 3 months.

2.3.1 **Submission of financial forecasts**

The authority may require schools to submit a financial forecast covering each year of a multi-year period for which schools have been notified of budget shares beyond the current year.

2.4 **Efficiency and Value for Money School Resource Management**

Schools must ~~demonstrate~~ ~~seek to achieve efficiencies~~ effective management of resources and value for money, to optimise the use of their resources and to invest in teaching and learning, taking into account the authority's purchasing, tendering and contracting requirements.

It is for head teachers and governors to determine at school level how to secure better value for money.

There are significant variations in efficiency between similar schools, and so it is important for schools to review their current expenditure, compare it to other schools and think about how to make improvements.

2.5 **Virement**

Schools are free to vire between budget heads in the expenditure of their budget shares but governors are advised to establish criteria for virement and financial limits, above which the approval of the governors is required. The authority recommends that this is set at £20,000.

2.6 **Audit: general**

Schools are required to co-operate both with auditors employed by the authority (internal audit) and auditors appointed by the Public Sector Audit Appointments Limited to audit the authority itself (external audit). This includes allowing access to the school's records for both internal and external auditors.

In regard to internal audit, all schools come within the audit regime determined by the authority. Details of this are set out in the authority's Financial Regulations).

In relation to external audit, all schools come within the authority's external audit regime as determined by the National Audit Office and Financial Reporting Council.

2.7 **Separate external audits**

In instances where a school wishes to seek an additional source of assurance at its own expense, a governing body is permitted to spend funds from its budget share to obtain external audit certification of its accounts, separate from any authority internal or external audit process. Where a school chooses to seek such an additional audit, it does not remove the requirement that the school must also co-operate with the authority's internal and external auditors.

2.8 **Audit of voluntary and private funds**

In addition to the normal internal and external audits, schools must provide audit certificates in respect of any voluntary and private funds they hold (e.g. school fund) and the accounts of any trading organisations controlled by the school.

2.9 **Register of business interests**

The governing body of each school is required to have a register which lists for each member of the governing body and the head teacher: -

- any business interests they or any member of their immediate family have;
- Details of any other educational establishments that they govern;
- Any relationships between school staff and members of the governing body,

This register must be kept up to date with notification of changes and through annual review of entries and available for inspection by governors, staff and parents and by the authority.

2.10 Purchasing, tendering and contracting requirements

Schools are required to abide by the authority's Financial Regulations and Contract and Procurement Procedure Rules in purchasing, tendering and contracting matters. Governing bodies/head teachers must assess in advance, where relevant, the health and safety competence of contractors taking into account the authority policies and procedures.

However, any section of these documents may be disapplied if they would require schools to:

- do anything incompatible with any of the provisions of the scheme, or any statutory provision, or any EU Procurement Directive;
- seek authority officer countersignature for any contracts for goods and services for a value below £60,000 in any one year;
- select suppliers only from an approved list,
- or would permit schools to seek fewer than three tenders or quotations in respect of any contract with a value exceeding £10,000 in any one year.

[Schools may seek advice on a range of compliant deals via Buying for schools \(https://www.gov.uk/guidance/buying-for-schools\)](https://www.gov.uk/guidance/buying-for-schools)"

2.11 Application of contracts to schools

Schools have the right to opt out of authority arranged contracts **without exception.**

Although governing bodies are empowered under paragraph 3 of schedule 1 to the Education Act 2002 to enter into contracts, in most cases they do so on behalf of the authority as maintainer of the school and the owner of the funds in the budget share. This is why the authority may require authority counter-signatures of contracts exceeding a certain value.

Any charges payable under commercial contracts so entered into by a governing body on behalf of the authority will be paid from

the governing body's school's budget share.

2.12 Central funds and earmarking

The authority is authorised to make sums available to schools from central funds, in the form of allocations that are additional to and separate from the schools' budget shares. Such allocations shall be subject to conditions setting out the purpose or purposes for which the funds may be used; and while these conditions need not preclude virement (except, of course, where the funding is supported by a specific grant which the authority itself is not permitted to vire), this should not be carried to the point of assimilating the allocations into the school's budget share.

Such earmarked funding from centrally retained funds is to be spent only on the purposes for which it is given, or on other budget heads for which earmarked funding is given, and it not to be vired into the school's budget share.

The authority may require earmarked funds to be returned to the authority if it is not spent within the period stipulated by the authority over which schools are allowed to use the funding. The authority may not make any deduction, in respect of interest costs to the authority, from payments to schools of devolved specific or special grant.

The method of distribution of such funding will reflect its nature and purpose. Details of distribution and accounting procedures will accompany the announcement of each grant.

2.13 Spending for the purposes of the school

Governing bodies are free in accordance with S.50 (3) of the School Standards and Framework Act 1998 to spend budget shares 'for the purposes of the school', subject to regulations made by the Secretary of State and any provisions of this scheme. By virtue of Section 50 (3A) (which came into force on 1 April 2011) amounts spent by governing bodies on community facilities or services under Section 27 of the Education Act 2002 will be treated as if spent for any purposes of the school. Schools may also spend their budgets on pupils who are on the roll of other maintained schools or academies.

2.14 Capital spending from budget shares

Governing bodies are permitted to use their budget shares to meet the cost of capital expenditure on the school premises. This includes expenditure by the governing body of a voluntary aided school on work which is their responsibility under paragraph 3 of Schedule 3 of the Act. Any capital expenditure of this nature must be notified to the authority.

When the authority owns the premises, or the school has voluntary controlled status, then the governing body shall seek the consent of the authority to the proposed works, but such consent can be withheld only on health and safety grounds.

2.15 Notice of Concern

The authority may issue a Notice of Concern to the governing body of any school it maintains where, in the opinion of the Chief Finance Officer and the Director of Children's Services, the school has failed to comply with any provisions of the scheme, or where actions need to be taken to safeguard the financial position of the authority or the school.

Such a notice will set out the reasons and evidence for it being made and may place on the governing body restrictions, limitations or prohibitions in relation to the management of funds delegated to it.

These may include:

- insisting that relevant staff undertake appropriate training to address any identified weaknesses in the financial management of the school;
- insisting that an appropriately trained/qualified person chairs the finance committee of the governing body;
- placing more stringent restrictions or conditions on the day to day financial management of a school than the scheme requires for all schools – such as the provision of monthly accounts to the authority;

- insisting on regular financial monitoring meetings at the school attended by authority officers;
- requiring a governing body to buy into a authority's financial management systems; and
- imposing restrictions or limitations on the manner in which a school manages extended school activity funded from within its delegated budget share – for example by requiring a school to submit income projections and/or financial monitoring reports on such activities.

The notice will clearly state what these requirements are and the way in which and the time by which such requirements must be complied with in order for the notice to be withdrawn. It will also state the actions that the authority may take where the governing body does not comply with the notice.

2.16 **Schools Financial Value Standard (SFVS)**

All local authority maintained schools (including nursery schools and pupil referral units (PRUs) that have a delegated budget) must demonstrate compliance with the Schools Financial Value Standard (SFVS) and complete the assessment form on an annual basis. ~~It is for the school to determine at what time in the year they wish to complete the form.~~ The form should be submitted before the end of the financial year.

Governors must demonstrate compliance through the submission of the SFVS assessment form signed by the Chair of Governors. The form must include a summary of remedial actions with a clear timetable, ensuring that each action has a specified deadline and an agreed owner. Governors must monitor the progress of these actions to ensure that all actions are cleared within specified deadlines.

All maintained schools with a delegated budget must submit the form to the local authority annually.

2.17 **Fraud**

All schools must have a robust system of controls to safeguard themselves against fraudulent or improper use of public money and assets.

The governing body and head teacher must inform all staff of school policies and procedures related to fraud and theft, the controls in place to prevent them; and the consequences of breaching these controls. This information must also be included in induction for new school staff and governors.

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Section 3: Instalments of the budget share: banking arrangements

For the purposes of this section, Budget Share includes any place-led funding for special schools or pupil referral units.

3.1 Frequency of instalments

The budget share will be made available to governing bodies monthly. Top up payments for pupils with high needs should be made on a monthly basis unless alternative arrangements have been agreed with the provider.

3.2 Proportion of budget share payable at each instalment

The proportion of the budget share to be made available to schools will be set out in the advance notifications sent to schools each month.

3.3 Interest clawback

The authority will make a deduction from budget share instalments to cover the estimated interest lost by the authority in making available the budget share in advance. Interest will be calculated at the Bank of England base rate in force at the time of making the advance.

Where the late payment of a budget share instalment is the result of an error by the authority, the authority is required to add interest to late budget share instalment payments. The interest rate used will be the current Bank of England base rate.

3.4 Budget shares for closing schools

Budget shares of schools for which approval for discontinuation has been secured, will be made available until closure on a monthly basis, net of estimated pay costs, even where some different basis was previously used.

3.5 Bank and building society accounts

All schools may have an external bank account into which their budget share instalments (as determined by other provisions) are paid. Where schools have such accounts they shall be allowed to retain all interest payable on the account unless they choose to have an account within an authority contract that makes other provision.

New bank account arrangements may only be made with effect from the beginning of each financial year.

Schools with a deficit budget are not eligible to have a bank account until the deficit is cleared.

If a school opens an external bank account, the authority must, if the school desires, transfer immediately to the account an amount agreed by both the school and the authority as the estimated surplus balance held by the authority in respect of the school's budget share, on the basis that there is then a subsequent correction when accounts for the relevant year are closed.

Any school wishing to opt for its own bank account for the first time may only do so after giving a period of notice of four months before the beginning of the financial year that they wish to opt to a bank account i.e. by 30 November at the latest.

3.5.1 **Restrictions on accounts**

Accounts may only be held for the purpose of receiving budget share payments, at the banks or building societies as indicated under **Appendix A1**. However, schools with bank accounts with other banks prior to 1 April 2001 must be allowed to retain those accounts.

Any school closing an account used to receive its budget share and opening another must select the new bank or building society from the approved list, even if the closed account was not with an institution on that list.

Schools are allowed to have accounts for budget share purposes that are in the name of the school rather than the authority². However, if a school has such an account, the account mandate must provide that the authority is the owner of the funds in the account; that it is entitled to receive statements; and that it can take control of the account if the school's right to a delegated budget is suspended by the authority.

²Money paid by the authority and held in such accounts remains authority property until spent (s49 (5) of the Act).

3.6 **Borrowing by schools**

Schools fall within the overall borrowing controls of the authority and are governed by the Local Government and Housing Act 1989. Governing bodies may borrow money only with the written permission of the Secretary of State. The Secretary of State's general position is that schools will only be granted permission for borrowing in exceptional circumstances. From time to time, however, the Secretary of State may introduce limited schemes in order to meet broader policy objectives. Schools are able to use any scheme that the Secretary of State has said is available to schools without specific approval, currently including the Salix scheme, which is designed to support energy saving. Schools should contact Phil Kingston on phil.kingston@sandwell.gov.uk or 0121 569 4507 for further information on taking part in the Salix scheme. As part of this, schools will be required to provide a financial forecast which shows that the repayment of the Salix loan is affordable. The forecast should clearly show the assumed energy savings and loan repayments expected by the school.

The restrictions on borrowing do not apply to Trustees and Foundations, whose borrowing, as private bodies, makes no impact on Government accounts. These debts may not be serviced directly from the delegated budgets, but schools are free to agree a charge for a service which the Trustees or Foundation are able to provide as a consequence of their own borrowing. Governing bodies do not act as agents of the authority when repaying loans.

3.7 **Other provisions**

The authority has formulated separate detailed rules and guidance in respect of other aspects of banking arrangements which are as set out in the **Appendix A**.

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Section 4: The treatment of surplus and deficit balances arising in relation to budget shares

4.1 The right to carry forward surplus balances

Schools may carry forward from one financial year to the next any surplus/deficit in net expenditure relative to the schools budget share for the year plus/minus any balance brought forward from the previous year. A schools opening surplus balance at 1 April is equal to the closing balance at 31 March.

4.2 Controls on surplus balances

In order to allow the authority to monitor excessive balances, governing bodies are required to report to the authority on the use which the school intends to make of surplus balances - after taking account of any retrospective adjustments - in cases where the total balance exceeds (8% primary and special schools) (5% secondary schools) of the schools budget share for the relevant year.

Surplus budget share balances held by schools as permitted under the scheme are subject to the following restrictions with effect from 1 April 2007.

4.2.1 The authority shall calculate by the 31 May each year the surplus balance, if any, held by each school as at the preceding 31 March. For this purpose the balance will be the recurrent balance as defined in the consistent financial reporting framework.

4.2.2 The authority shall deduct from the calculated balance any amounts for which the school already has a prior year commitment to pay from the surplus balance.

4.2.3 The authority shall then deduct from the resulting sum any amounts that the governing body of the school declares to be assigned for specific purposes as permitted by the authority (a list approved by the Schools Forum) and which the authority is satisfied are properly assigned. To count as properly assigned, amounts must not be retained beyond the period stipulated for the purpose in question, without the consent of the authority. In considering whether any sums are properly assigned the authority may also take into account any previously declared assignment of such sums but may not take any change in planned assignments to be the sole reason for considering that a sum is not properly assigned.

4.2.4 The suggestion in (4.2.3) above assigned for the specific purposes as permitted by the authority and which the authority is satisfied are properly assigned have been endorsed by the schools forum and are as follows:

- Contribution towards capital developments
- Contribution towards curriculum developments
- Reserve to balance following year's budget
- Provision for the impact of single status
- Provision for the impact of equal value
- Funds from private sources for specific projects
- Funds held on behalf of partnerships of schools.
- Costs to be incurred as part of BSF
- Remaining intervention fund balance

Schools will be asked to analyse budget share surpluses across these headings. A pro forma will be provided for this purpose which must be approved by governors.

4.2.5 If the result of steps 4.2.1 to 4.2.3 is a sum greater than 8% (for primary and special schools) and 5% (for secondary schools) of the current budget share, then the authority shall deduct, from the current year's budget share, an amount equal to the excess.

- 4.2.6 Funds deriving from sources other than the authority will be taken into account in this calculation if paid into the budget share account of the school, whether under provisions in this scheme or otherwise.
- 4.2.7 Funds held in relation to a school's exercise of powers under Section 27 of the Education Act 2002 (community facilities) will not be taken into account unless added to the budget share surplus by the school as permitted by the authority.
- 4.2.8 The total of any amounts deducted from schools' budget shares by the authority under this provision are to be applied to the schools budget of the authority.

4.3 **Interest on surplus balances**

Balances held by the authority on behalf of schools will attract interest at the Bank of England base rate of interest received by the council. The interest will be applied to a simple average of opening and closing balances of each individual school at the start and end of each year.

4.4 **Obligation to carry forward deficit balances**

Deficit balances will be carried forward by the deduction of the relevant amounts from the following year's budget share. A schools deficit balance at 1 April is equal to that at 31 March.

4.5 **Planning for deficit budgets**

Schools are required to manage within their budget limits and may not **normally** plan for a deficit budget. Any overspending will be deducted from a school's budget share in the following year. The authority may investigate any deficit incurred by a school.

In certain circumstances arrangements may be entered into which allows a school to plan for a deficit. Examples of these circumstances may be:

- Schools can demonstrate that it cannot operate within its total resources (including any balances) and meet the requirements of the national curriculum.

- Where schools wish to pre-empt part of the following year's budget, in order to undertake a major project. The approval of the Chief Finance Officer will be necessary.
- Where there is a significant short-term pupil number shortfall due to known local circumstances.

Any arrangements will need the approval of the authority and will be the subject of a formal agreement signed by the chair of the school governing body, the head teacher and the Chief Finance Officer.

Before approving any arrangements the Chief Finance Officer will require the governing body of the school to produce a financial and operational plan which takes into account all known factors and results in a balanced budget, normally within three years from the start of the plan.

The school will be supported in this procedure by a team of officers from the authority, including the school's adviser budget officer (except where the school has an external financial adviser). This will normally take place between the notification of the school's budget share at the end of February each year and the requirement to submit a financial plan by 15 May each year.

The maximum deficit that will be agreed will be **no greater than 30%** of a school's budget share.

Detailed administrative procedures which will be required before approving any agreement can be found in **Appendix H**.

4.6 **Charging of interest on deficit balances**

The authority may charge interest on any deficit balance but the Chief Finance Officer may waive these charges where agreed budget recovery plans are in place.

The authority will charge interest on deficit budgets in circumstances where the size of the deficit rises above the level of any deficit agreed in a financial plan between the authority or the governing body or where there is an unplanned deficit.

The basis of the calculation of interest will be to a simple average of opening and closing balances of each individual school. The interest charged would be the Bank of England base rate of interest paid on surplus balances.

4.7 **Writing off deficits**

The authority has no power to write off the deficit balance of any school.

4.8 **Balances of closing and amalgamating schools**

When a school closes any balance (whether surplus or deficit) shall revert to the authority; it cannot be transferred as a balance to any other school, even where a school is a successor to the closing school.

The allocation regulations made under section 47 of the School Standards and Framework Act 1998 make provision for authorities, if they wish, to make allocations to schools which have the effect of giving them the benefit of additional sums which are more than less than the balances of relevant closing schools. The regulations also provide for the amount of extra funding for new schools to recognise the deficit of a preceding school by being reduced; but they do not allow a sum equal to the deficit to be set against any normal funding of the new school – that is the elements of funding it would receive anyway if it was not new.

Surplus balances of schools converting to academy status under section 4(1)(a) of the Academies Act 2010 transfer to the academy. Deficit balances of schools converting to academy status under Section 4(1)(a) of the Academies Act 2010 will be notified to the EFA (or replacement body) who will deduct this from the academy's funding and repay the authority.

4.9 **Licensed deficits**

See 4.5 above and **Appendix H**.

4.10 **Loan scheme**

The authority operates a loan scheme for schools experiencing significant cash flow difficulties. This is detailed further in section 9 of **Appendix A**.

4.11 **Credit union approach**

Schools may wish to group together to utilise externally held balances for a credit union approach to loans. Where schools choose to borrow money through such a scheme the authority will require audit certification of the running of the scheme, unless the authority itself acts as administrator of the arrangement.

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Section 5: Income

Schools shall be able to retain income except in certain specified circumstances.

5.1 Income from lettings

Schools may retain income from lettings of the school premises that would otherwise accrue to the authority, subject to alternative provisions arising from any joint use or PFI agreements. Schools are permitted to cross-subsidise lettings for community and voluntary use with income from other lettings, provided the governing body is satisfied that this will not interfere to a significant extent with the performance of any duties imposed on them by the Education Acts, including the requirement to conduct the school with a view to promoting high standards of educational achievement. However, schools should be required to have regard to directions issued by the authority as to the use of school premises, as permitted under the Act for various categories of schools.

Schools whose premises are owned by the authority shall be required to have regard to directions issued by the authority, as permitted under the School Standards and Framework Act 1998, as to the use of school premises. The authority have issued directions requiring governors to give priority to the use of school premises outside school hours for adult education, youth, mother tongue teaching (e.g. mother tongue teaching project) and other needs concerned with the education and welfare of young people. Schools will be reimbursed for these lettings.

Income from lettings should not be payable into voluntary or private funds held by the school. However, where land is held by a charitable trust, it will be for the school's trustees to determine the use of any income generated by the land.

5.2 Income from fees and charges

Schools may retain income from fees and charges except where a service is provided by the authority from centrally retained funds. Schools are required to have regard to any policy statements on charging produced by the authority.

5.3 **Income from fund-raising activities**

Schools may retain income from fund-raising activities.

5.4 **Income from the sale of assets**

Schools may retain the proceeds of sale of assets except in cases where the asset was purchased with non-delegated funds (in which case it should be for the authority to decide whether the school should retain the proceeds), or the asset concerned is land or buildings forming part of the school premises and is owned by the authority.

5.5 **Administrative procedures for the collection of income**

Because of the potential VAT implications of providing services that lead to fees and charges, fund-raising activities and the sale of assets, the authority has established administrative procedures for the collection of income that are set out in **Appendix A**.

5.6 **Purposes for which income may be used**

Income from the sale of assets purchased with delegated funds may only be spent for the purposes of the school.

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Section 6: The charging of school budget shares

6.1 General provision

The authority must charge the salaries of school based staff to the budget share of a school at actual cost otherwise the budget share of a school may be charged by the authority without the consent of the governing body only in circumstances set out in 6.2 below.

The authority shall consult a school as to the intention to so charge, and shall notify a school when it has been done.

Schools are reminded that the authority cannot act unreasonably in the exercise of any power given by this scheme, or it may be the subject of a direction under s.496 of the Education Act 1996.

The authority shall make arrangements for a disputes procedure for such charges.

For the avoidance of doubt, local authorities may de-delegate funding for permitted services without the express permission of the governing body, provided this has been approved by the appropriate phase representative of the Schools Forum.

6.2 Circumstances where charges may be made

6.2.1 When premature retirement costs have been incurred without the prior written agreement of the authority to bear such costs (the amount chargeable being only the excess over any amount agreed by the authority).

6.2.2 ~~Other expenditure incurred to secure resignations where the school had not followed authority advice.~~ Other expenditure incurred to secure resignations where there is good reason to charge this to the school (see Annex B)

6.2.3 Awards by courts and industrial tribunals against the authority, or out of court settlements, arising from action or inaction by the governing body contrary to authority advice.

6.2.4 Expenditure by the authority in carrying out health and safety work or capital expenditure for which the authority is liable where funds have been delegated to the governing body for such work, but the governing body has failed to carry out the required work.

- 6.2.5 Expenditure by the authority incurred in making good defects in building work funded by capital spending from budget shares, where the authority owns the premises, or the school has voluntary controlled status.
- 6.2.6 Expenditure incurred by the authority in insuring its own interests in a school where funding has been delegated but the school has failed to demonstrate that it has arranged cover at least as good as that which would be arranged by the authority.
- 6.2.7 Recovery of monies due from a school for services provided to the school (including the provision of authority advice), where a dispute over the monies due has been referred to a dispute procedure set out in a service level agreement, and the result is that monies are owed by the school to the authority.
- 6.2.8 Recovery of penalties imposed on the authority by the Board of Inland Revenue, the Contributions Agency, HM Revenue and Customs, Teachers' Pensions, the Environment Agency or regulatory authorities as a result of school negligence.
- 6.2.9 Correction of authority errors in calculating charges to a budget share (e.g. pension deductions).
- 6.2.10 Additional transport costs incurred by the authority arising from decisions by the governing body on the length of the school day, and failure to notify the authority of non-pupil days resulting in unnecessary transport costs.
- 6.2.11 Legal costs that the authority incurs because the governing body did not obtain and follow authority Advice (see also Section 11).
- 6.2.12 Costs of necessary health and safety training for staff employed by the authority, where funding for training has been delegated, but the necessary training not carried out.
- 6.2.13 Compensation paid to a lender where a school enters into a contract for borrowing beyond its legal powers, and the contract is of no effect.
- 6.2.14 Cost of work done in respect of teacher pension remittance and records for schools using non-authority payroll contractors, the charge to be the minimum needed to meet the cost of the authority's compliance with its statutory obligations.

- 6.2.15 Costs incurred by the authority in securing provision specified in a statement of SEN where the governing body of a school fails to secure such provision despite the delegation of funds in respect of low cost high incidents SEN and/or specific funding for a pupil with high needs.
- 6.2.16 Costs incurred by the authority due to submission by the school of incorrect data. Under the scheme for financing schools, schools will be the prime source for data about pupils entering, attending and leaving their school and their performance. If schools fail to maintain adequate records or provide the authority with incorrect data, the authority reserves the right to ensure that adequate records required by the authority are available to the authority and to charge schools the actual cost of putting that right. Additionally, the authority reserves the right to charge schools for the actual cost incurred by the authority of correcting any incorrect data provided by the school.
- 6.2.17 Recovery of amounts spent from specific grants on ineligible purposes.
- 6.2.18 Costs incurred by the authority as a result of the governing body being in breach of terms of contract including costs or charges incurred by the authority as a result of the governing body entering into a contract on behalf of the authority. (See 2.11B of this scheme)
- 6.2.19 Costs incurred by the authority as a result of any breach or non-compliance by any governing body of a maintained school with any of the terms of this Scheme.
- 6.2.20 Costs incurred by the authority or another school as a result of a school withdrawing from a cluster arrangement, for example where this has funded staff providing services across the cluster.
- 6.2.21 Costs incurred by the authority in administering appeals, where the local authority is the admissions authority and the funding for admission appeals has been delegated to schools as part of their formula allocation.

6.3 Equal pay claims

6.3.1 Historical background and context

Claims for back pay relate to the 1987 national job evaluation scheme for manual employees in which bonus payments were retained for male staff. Equal pay claims are from female job groups using a male bonus earner as a comparator. The settlement of equal pay claims represents a council wide issue, however, within schools the main job groups affected are learning support assistants, learning support practitioners and lunchtime supervisory staff.

The council has followed best practice guidance issued by the DcSF³

A collective solution has been reached with the council and schools which represents a culmination of extensive discussion and consultation with schools and key stakeholder groups.

As a result of the collective solution reached, schools will contribute £10m towards the total settlement for the council (estimated in excess of £40m including settlements for school-based staff in excess of £22m).

Borrowing approval has been obtained from Central Government which will allow authorities to treat such amounts as capital. The council has received specific approval to borrow which includes the element for schools. Schools would effectively make an annual contribution equal to a repayment period of 15 years.⁴

6.3.2 Outcome

At the meeting of the schools forum on 8 December 2008, members agreed a final cost apportionment model that was based on the “collective principle”. The total liability to schools was £10m.

³ DcSF Guidance on back pay for education staff - Issued March 2008.

⁴ Interest rate 5%, with a PV annuity factor of 10.37966

The final decision of the forum was backed by an assurance from the council that there will be no surcharges to schools over the lifetime of the agreement as a result of any future school reorganisations, or the creation of new academies, foundation or trust schools. In addition the council has given a commitment to schools that the £10m total schools liability will be fixed, and they will be protected against the outcome of any future claims or grievances.

The final decision of the forum was based on a balanced view. The forum's imperative was to see this as a collective response to a collective problem, protecting individual schools from any excessive financial burdens arising from their individual circumstances particularly from SEN and other specialist provision.

Schools contributions to equal pay settlements are shown in "**Appendix I**".

- Column A: The annual contribution payable for 15 years for those schools that have chosen this option. Annual contributions will be shown as a charge against a schools' individual budget share each year with effect from 1 April 2009, for a 15-year period.
- Column B: The total financial liability over a 15-year repayment period for those schools that have chosen this option.
- Column C⁵: The total liability based on a "one-off" single payment from school reserves for those schools that have chosen this option. This will be a one-off charge against a schools' individual budget share on 1 April 2009

⁵ This is the cheaper option in the long-term for schools as it excludes the interest element that is associated with the annual repayment option.

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Section 7: Taxation

7.1 Value Added Tax (VAT)

The authority has established procedures to enable schools to utilise the authority's ability to reclaim VAT on expenditure relating to non-business activity.

Schools covered by the scope of this scheme are part of the authority for VAT purposes and must not attempt to register for VAT in connection with activities involving the use of delegated budgets.

Schools without bank accounts will be covered by the procedures for VAT contained in the authority's Financial Regulations.

For schools that have bank accounts the conditions that apply are set out in **Appendix A**.

Amounts reclaimed through these procedures will be passed back to the school.

7.2 Construction Industry Taxation Scheme (CIS)

Schools are required to abide by procedures issued by the authority in connection with CIS.

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Section 8: The provision of services and facilities by the authority

8.1 Provision of services from centrally retained budgets

The authority shall determine on what basis services from centrally retained funds will be provided to schools, but the authority is debarred from discriminating in its provision of services⁶ on the basis of categories of schools except where ~~such discrimination is justified by differences in statutory duties.~~ this would be permitted under the School and Early Years Finance Regulations or the dedicated schools grant conditions of grant.

8.2 Provision of services bought back from the authority using delegated budgets

The terms of any arrangement with a school to buy services or facilities from the authority shall be limited to a maximum of three years from the inception of the scheme or the date of the agreement, whichever is the later, and periods not exceeding five years for any subsequent agreement relating to the same services.

However, this can be extended to five and seven years respectively for contracts for the supply of catering services.

There is no minimum period, although arrangements lasting less than 2 years may well be uneconomic.

When a service is provided for which expenditure is not retained centrally by the authority under Regulations made under section 45A of the Act, it must be offered at prices that are intended to generate income that is no less than the cost of providing those services. The total cost of the service must be met by the total income, even if schools are charged differentially. Whilst it is recognised that absolute break-even or profit is not always achievable over fixed financial years, it is for the authority to show during audit tests that the charging policy can reasonably be expected to avoid central subsidy of services.

⁶The term services in this paragraph includes existing PRC and redundancy payments but excludes centrally funded premises and liability insurance.

8.2.1 **Packaging**

The authority may provide any services for which funding has been delegated but where the authority is offering the service on a buyback basis it will do so in a way that does not unreasonably restrict schools' freedom of choice among the services available.

8.3 **Service level agreements**

If services or facilities are provided under a service level agreement - whether free or on a buyback basis - the terms of any such agreement starting on or after the inception of the scheme will be reviewed at least every three years if the agreement lasts longer than that.

Services, if offered at all by the authority, shall be available on a basis that is not related to an extended agreement, as well as on the basis of such agreements.

Where services are provided on an ad hoc basis, they may be charged for at a different rate than if provided on the basis of an extended agreement.

Service level agreements must be in place by 31 March to be effective for the next financial year. Schools must have at least a month to consider the terms of the agreement.

The above guidance excludes centrally arranged premises and liability insurance.

8.4 **Teachers' pensions**

[The Governing Bodies of schools which provide payroll services should submit a monthly return of salary and service to the authority.](#)

In order to ensure that the performance of the duty on the authority to supply teachers pensions with information under the Teachers' Pensions Regulations 1997, and non teachers pensions under the local government pension scheme, the following conditions are imposed on the authority and governing bodies of all maintained schools covered by this scheme in relation to their budget shares.

The conditions only apply to governing bodies of maintained schools that have **not** entered into an arrangement with the authority to provide payroll services.

A governing body of any maintained school, whether or not the employer of the teachers at such a school, which has entered into any arrangement or agreement with a person other than the authority to provide payroll services, shall ensure that any such arrangement or agreement is varied to require that person to supply salary, service and pensions data to the authority which the authority requires to submit its ~~annual~~ monthly return of salary and service to Teachers' Pensions and non teachers pensions and to produce its audited contributions certificate.

The authority will advise schools each year of the timing, format and specification of the information required. A governing body shall also ensure that any such arrangement or agreement is varied to require that additional voluntary contributions (AVCs) be passed to the authority within the time limit specified in the AVC scheme. The governing body shall meet any consequential costs from the school's budget share.

A governing body of any maintained school which directly administers its payroll shall supply salary, service and pensions data to the authority which the authority requires to submit its ~~annual~~ monthly return of salary and service to Teachers' Pensions ~~and non teachers' pensions~~ and to produce its audited contributions certificate.

The authority will advise schools each year of the timing, format and specification of the information required from each school. A governing body shall also ensure that additional voluntary contributions (AVCs) are passed to the authority within the time limit specified in the AVC scheme. The governing body shall meet any consequential costs from the school's budget share.

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Section 9: Private Finance Initiative (PFI)/Public Private Partnership (PPP)

- 9.1 The authority shall have the power to issue regulations from time to time relating to PFI/PPP projects. Amongst other issues these may deal with the reaching of agreements with the governing bodies of schools as to the basis of charges relating to such schemes; and the treatment of monies withheld from contractors due to poor performance.

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Section 10: Insurance

10.1 Insurance cover

The authority currently arranges the insurance cover for all maintained schools. However, if a school decides to opt out of this service and arrange separate cover it must be able to demonstrate that the cover is equivalent to the level that would have been arranged by the authority.

The evidence required to demonstrate the parity of cover should be reasonable, and should not place an undue burden upon the school, nor act as a barrier to the school exercising their choice of supplier.

The authority will have regard to the actual risks which might reasonably be expected to arise at the school in question in operating such a requirement, rather than applying an arbitrary minimum level of cover for all schools.

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Section 11: Miscellaneous

11.1 **Right of access to information**

Governing bodies shall supply to the authority all financial and other information which might reasonably be required to enable the authority to satisfy itself as to the school's management of its delegated budget share, or the use made of any central expenditure by the authority (e.g. earmarked funds) on the school.

11.2 **Liability of governors**

Because the governing body is a corporate body, and because of the terms of s.50(7) of the Act, governors of maintained schools will not incur personal liability in the exercise of their power to spend the delegated budget share provided they act in good faith.

An example of behaviour which is not in good faith is the carrying out of fraudulent acts.

11.3 **Governors' expenses**

The authority shall have the power to delegate to the governing body of a school yet to receive a delegated budget, funds to meet governors' expenses.

Only allowances in respect of purposes specified in regulations set out in section 19 of the Education Act 2002 may be paid to governors from a school's delegated budget share. Schools are expressly forbidden from paying any other allowances to governors.

Schools are also barred from payment of expenses duplicating those paid by the Secretary of State to additional governors appointed by him to schools under special measures.

11.4 **Responsibility for legal costs**

Any costs of legal actions, incurred by the governing body or costs awarded against the authority, although the responsibility of the authority as part of the cost of maintaining the school (unless they relate to the statutory responsibility of aided school governors for buildings) may be charged to the school's budget share unless the governing body acts in accordance with the advice of the authority.

In the case of a conflict between the governing body and the authority schools should take advice from an external body such as national association of governors and managers; the institute of school and college governors; the national governors' council or any appropriate independent legal body.

11.5 Health and safety

Governing bodies are required, in expending the school budget share, to have due regard to duties placed on the authority in relation to health and safety, and the authority's policy on health and safety matters in the management of the budget share.

11.6 Right of attendance of Chief Finance Officer

Governing bodies are required to permit the Chief Finance Officer of the authority or any officer nominated by the Chief Finance Officer to attend meetings of the governing body at which any agenda items are relevant to the exercise of her or his responsibilities.

The Chief Finance Officer attendance shall normally be limited to items that relate to issues of probity or overall financial management and shall not be regarded as routine.

The authority will give prior notice of such attendance unless this is impracticable.

11.7 Special educational needs

Schools are required to use their best endeavours in spending their budget share, to secure the special educational needs of their pupils. Failure to do so, if serious enough, would be a reason for suspending delegation to a school.

11.8 Interest on late payments

The authority wishes to remind schools that interest on late payments make become applicable in line with statutory requirements.

11.~~98~~ **'Whistleblowing'**

The procedure to be followed by persons working at a school or school governors who wish to complain about financial management or financial propriety at the school, and how such complaints will be dealt with is set out in **Appendix B**.

11.~~109~~ **Child protection**

Schools must release staff to attend child protection case conferences and other related events. The cost of these will be borne from the school budget share.

11.1~~10~~ **Redundancy/retirement costs**

Appendix K provides guidance 2002 Education Act requirements about how premature retirement and redundancy costs should normally be funded.

Section 37 of the Education Act 2002 states that: -

- The cost of premature retirements will be met by the schools' budget share unless the local authority agrees to meet the cost.
- The cost of redundancy will be met by the local authority unless there is good reason for the costs to be charged to the school's budget share.

The authority will consider requests to fund all or part of the redundancy costs due to be incurred on a case by case basis. Schools are required to make a business case to Children's Services Divisional Management Team (DMT) if they wish to

request financial support. DMT will consult officers from Finance, HR and Learning Services as part of this consideration.

DMT will judge every case on its merits but consider the following to be good reasons for redundancy costs to be met by the school and not the local authority:

1. The school has not received an 'in principle' agreement from the authority to fund the redundancy costs at the start of the process.
2. The school has not followed LA advice which could have avoided the need to make redundancies e.g. making use of short term contracts where possible.
3. The LA procedures regarding Redundancy and Redeployment of staff have not been followed.
4. The LA does not agree that the redundancies are necessary to set a balanced budget or address the requirements of a licensed deficit.
5. The proposed redundancy payments are higher than the LA would expect.
6. The school holds balances which could be reasonably used to fund the redundancy costs.

11.124 **Leasing**

The Chief Finance Officer has, on behalf of Sandwell schools, approved a leasing framework with Unilink Finance for the lease of school equipment. (See **Appendix N** for framework agreement).

Governing bodies and head teachers should ensure that: -

- No leasing contract exceeds a period of 3 years.
- Quotes for leases are obtained in accordance with the authority's Contract and Procurement Procedure Rules.
- Leasing arrangements are not entered into without the prior agreement of the Chief Finance Officer,

11.12 Information for Maintained schools involved in outsourcing

The authority is aware that schools are examining different service delivery models, which could entail the outsourcing of services.

Where the outsourcing of services involves TUPE transfer of any council employees who are members or are entitled to be members of the Local Government Pension Scheme (LGPS), there will be pension implications which should be considered as part of the tender process.

There is a responsibility for schools to be fully aware of pension procedures and protocols early on in any tendering process

Schools considering outsourcing a service should contact the following bodies/teams at the earliest opportunity to ensure any pension implications are understood and considered at the outset of any tendering process.

- Schools Strategic Finance Unit (SSFU)
- Local authority HR Team
- Local authority Legal team

Once all the relevant information has been received, the authority will contact the West Midlands Pension Scheme.

This will help to ensure that the proper processes are followed and the school can factor in any pension issues and costs in their tender documents and potential contractors can price these costs accurately into their bids. This will avoid potential and unnecessary delays and complications at the latter stages of the tender process or after the contract has been awarded.

Section 12: Responsibility for repairs and maintenance

- 12.1 The authority delegates all funding for repairs and maintenance to schools⁷.
- 12.2 The authority, when defining Capital and Revenue as far as repairs and maintenance is concerned, does not use a *de minimis* level.
- 12.3 For voluntary aided schools, the liability of the authority for repairs and maintenance (albeit met by delegation of funds through the budget share) is the same as for other maintained schools, and no separate list of responsibilities is necessary for such schools. However, eligibility for capital grant from the Secretary of State for capital works at voluntary aided schools depends on the de-minimus limit applied by the DfE to categorise such work, not the de-minimus limit used by the authority.

⁷ For these purposes, expenditure may be treated as capital only if it fits the definition of capital used by the local authority for financial accounting purposes in line with the CIPFA Code of Practice on local authority accounting. The actual interpretation of the Code is a matter for the local authority.

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Section 13: The community facilities power

13.04 Schools which choose to exercise the power conferred by s.27 (1) of the Education Act 2002 to provide community facilities will be subject to a range of controls. ~~First, R~~regulations made under s.28 (2), if made, can specify activities which may not be undertaken at all under the main enabling power. ~~Secondly, at~~the school is no longer obliged to consult before establishing community facilities and there is no longer a need for a school to be mindful of local authority advice, its authority and have regard to advice from the authority. ~~Thirdly, The~~the school is no longer required to have regard to advice or guidance from the -Secretary of State or their local authority when offering this type of provision. ~~issues guidance to governing bodies about a range of issues connected with exercise of the power, and a school must have regard to that.~~

The mismanagement of community facilities funds can be grounds for suspension of the right to a delegated budget. This provision is discretionary because the power to suspend delegation, and the procedure to be used, arise from primary legislation, not the scheme itself.

However, under s.28(1), the main limitations and restrictions on the power will be those contained in the maintaining authority's scheme for financing schools made under section 48 of the School Standards and Framework Act 1998 as amended by paragraph 2 of schedule 3 to the Education Act 2002. This amendment extended the coverage of schemes to include the exercise of the powers of governing bodies to provide community facilities.

~~13.3~~ Schools are therefore subject to prohibitions, restrictions and limitations in the scheme for financing schools.

This part of the scheme does not extend to joint-use agreements; transfer of control agreements, or agreements between the authority and schools to secure the provision of adult and community learning.

An appendix to the scheme for financing of maintained schools, covering financial issues from the prospective use by school

governing bodies of the community facilities power contained in sections 27 and 28 of the Education Act are specified in **Appendix C** of this scheme.

13.1 Consultation with the authority: financial aspects

Changes made by the Children and Families Act 2014 mean that schools no longer need to consult the authority when establishing community facilities under Section 27 of the Education Act 2002. Nor do they have to have regard to advice given to them by their authority.

However, as public bodies, they are expected to act reasonably, and this includes consulting those affected by decisions that they make.

13.2 Funding agreements: authority powers

The provision of community facilities in many schools may be dependent on the conclusion of a funding agreement with a third party which will either be supplying funding or supplying funding and taking part on the provision. A very wide range of bodies and organisations are potentially involved.

The scheme should include a provision describing the authority's requirements in relation to funding agreements with third parties, as opposed to funding agreements with the authority itself.

The authority may impose a requirement that any such proposed agreement should be submitted to the authority for its comments, and may impose a time requirement for doing so to give the authority adequate notice.

However, the scheme may not impose a right of veto for the authority on such agreements, either directly or through requiring a right to countersign the agreement. If the third party requires authority consent to the agreement for it to proceed, such a requirement and the method by which authority consent is to be signified is a matter for that third party, not for the scheme.

The Secretary of State does not consider that it is appropriate for authorities to have a general power of veto for these agreements.

However, if an agreement has been or is to be concluded against the wishes of the authority, or has been concluded without informing the authority, which in the view of the authority is seriously prejudicial to the interests of the school or the authority,

that may constitute grounds for suspension of the right to a delegated budget.

13.3 Other prohibitions, restrictions and limitations

Although the authority should not give a right of veto either to funding agreements with third parties, or for other proposed uses of the community facilities power, the scheme may make provision for the authority to require that in a specific instance of use of the community facilities power by a governing body, the governing body concerned must make arrangements to protect the financial interests of the authority by either carrying out the activity concerned through the vehicle of a limited company formed for the purpose, or by obtaining indemnity insurance for risks associated with the project in question, as specified by the authority.

If the authority has such a provision in its scheme it should operate it in a reasonable fashion, imposing such a requirement only where it has good reason to believe that the proposed project carries significant financial risks.

Section 28 provides that the exercise of the community facilities power is subject to prohibitions, restrictions and limitations in the scheme for financing schools.

The authority may propose other scheme provisions of that nature which they believe necessary. The restrictions should only be in existence if they are necessary to safeguard the financial position of the authority or school, or to protect pupil welfare or education; such provisions should be as few in number as possible.

13.4 Supply of financial information

The authority will require schools which exercise the community facilities power to provide the authority every 6 months with a summary statement, in a form determined by the authority, showing the income and expenditure for the school arising from the facilities in question for the previous 6 months and on an estimated basis, for the next 6 months.

The authority requires, on giving notice to the school that it believes there to be cause for concern as to the school's

management of the financial consequences of the exercise of the community facilities power, to require such financial statements to be supplied every three months and, if the authority sees fit, to require the submission of a recovery plan for the activity in question.

Financial information relating to community facilities will be included in returns made by schools under the consistent financial reporting (CFR) framework, and these should be relied upon by authorities as their main source of information for the financial aspects of community facilities.

However, the CFR timetable is such that the authority will want supplementary information in order to ensure that schools are not at financial risk. Schedule 15 of the act provides that mismanagement of funds spent or received for community facilities is a basis for suspension of the right to delegation of the budget share.

These provisions do not preclude the insertion of other provisions in specific funding agreements between schools and the authority as to the financial reporting requirements arising from the funding in question.

13.5 **Audit**

The authority is requires the school to grant access to the school's records connected with exercise of the community facilities power, in order to facilitate internal and external audit of relevant income and expenditure.

The authority requires schools, in concluding funding agreements with other persons pursuant to the exercise of the community facilities power, to ensure that such agreements contain adequate provision for access by the authority to the records and other property of those persons held on the school premises, or held elsewhere insofar as they relate to the activity in question, in order for the authority to satisfy itself as to the propriety of expenditure on the facilities in question.

13.6 **Treatment of income and surpluses**

Schools will be allowed to retain all net income derived from community facilities except where otherwise agreed with a

funding provider, whether that be the authority or some other person.

The schools will be allowed to carry such retained net income over from one financial year to the next as a separate community facilities surplus.

13.7 Health and safety

Any and all health and safety provisions of the main scheme are extended to the community facilities power.

The governing body will have responsibility for the costs of securing Disclosure and Barring Service clearance, where appropriate for all adults involved in community activities taking place during the school day.

Governing bodies would be free to pass on such costs to a funding partner as part of an agreement with that partner.

13.8 Insurance

It is the responsibility of the governing body to ensure adequate arrangements are made for insurance against risks arising from the exercise of the community facilities power, taking professional advice as necessary.

The school seek the authority's advice before finalising any insurance arrangement for community facilities.

In principle, the insurance issues arising from use of the community facilities power are the same as those which already arise from non-school use of school premises. However, a school proposing to provide community facilities should, as an integral part of its plans, undertake an assessment of the insurance implications and costs, seeking professional advice if necessary.

The authority may undertake its own assessment of the insurance arrangements made by a school in respect of community facilities, and if it judges those arrangements to be inadequate, make arrangements itself and charge the resultant cost to the school.

This provision is necessary in order for the authority to protect itself against possible third party claims.

13.9 **Taxation**

Schools should seek the advice of the authority and the local VAT office on any issues relating to the possible imposition of VAT on expenditure in connection with community facilities, including the use of the local authority VAT reclaim facility.

Schools are reminded that if any member of staff employed by the school or authority in connection with community facilities at the school is paid from funds held in a school's own bank account, whether a separate account is used for community facilities or not, the school is likely to be held liable for payment of income tax and national insurance, in line with HMRC rules.

Schools are to seek and follow authority advice in relation to the CIS where this is relevant to the exercise of the community facilities power.

13.10 **Banking**

The requirements of the authority as to the banking arrangements which schools should make in connection with the community facilities power are as set out in Appendix A "School Bank Account Scheme".

Schools must not borrow money without the written consent of the Secretary of State. This requirement does not extend to monies lent to schools by their maintaining authority.