

## **Schools Forum**

**MONDAY 17<sup>th</sup> JUNE 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 11<sup>th</sup> March 2019.
4. School Forum Members Attendance
5. Appointment of Chair and Vice Chair
6. School Balances 2018/19 & Budget Plans 2019/20
7. High Needs Block Outturn 2018/19
8. High Needs Block Budget 2019/20
9. Early Years Block Outturn 2018/19
10. Central School Services Outturn 2018/19
11. Review of Early Closedown 2018/19
12. Schools in Financial Difficulties - Application
13. DfE Consultations and updates
14. Fair Funding updates
15. AOB

**Next Meeting:**

**23<sup>rd</sup> September 2019; Oldbury Council House Cttee Room 2**

**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 Linford

**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)**

Z Padda

**14-19 Provider (1)**

D Holden

**Pupil Referral Unit (1)**

K Morgan

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**Minutes of the Schools Forum**

**Monday 11<sup>th</sup> March 2019 at 2.30pm  
at Sandwell Council House, Oldbury**

**Members Present: P Jones (Chair), P Shone (Vice Chair),  
M Arnull, D Barton, K Bickley, R Fisher,  
D Irish, G Linford, L Gillam, J Smallman,  
N Toplass and C Walsh.**

**Officers Present: R Kerr, A Timmins, and J Gill.**

**Apologies: A Burns, A Cysewski, L Howard, R  
Kentish, A Sahota, J Smallman and C  
Ward**

**7/19 Agenda Item 1 – Apologies**

As above

**8/19 Agenda Item 2 – Declaration of Interest**

N Toplass - Agenda item 13 - AOB2 Shenstone Lodge Special school report

**9/19 Agenda Item 3 – Minutes of Previous Meeting**

The minutes had been omitted from the papers but were read to Schools Forum and were agreed pending any responses once fully circulated.

**10/19 Agenda Item 4 – Schools Budget 2019/20 (including Early years and High Needs)**

The Schools Forum received a report in respect of school's budget 2019/20. At its meeting on 14<sup>th</sup> January, Schools Forum members recommended the principles for the allocation of the School Block of the Dedicated Schools Grant that the ratio of funding from primary to secondary should be maintained at 1:1.23. The principles were adopted by Cabinet on 20<sup>th</sup> February 2019.

## **Schools Forum – 11 March 2019**

It was also recommended that an options paper be developed by Primary and Secondary schools working through Schools Forum to consider the impact on the educational journey of children of staged movements towards the National Funding Formula model.

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.

P Shone remarked that the Secondary Heads had not agreed to the proposal, however the Chair responded that the proposal was voted on at the Meeting in January and agreed.

Schools Forum was asked to note the contents of the report.

11/19

### **Agenda Item 5 - Working Group to be set up – proposals for graduated change in ratio**

Schools Forum was asked to nominate members for a working group. It was suggested that around six people would be required.

The following names were suggested:

- Andrew Burns
- Paul Shone or Mark Arnull
- Richard Kentish
- John Smallman
- James Topham (Chair of Secondary Partnership)
- Andrew Orgill (Chair of Primary partnership)

Members to be confirmed at respective Partnership meetings and names passed to Chair and Finance Officer.

12/19

### **Agenda Item 6 – Schools in Financial Difficulties - Process**

The Schools Forum received a report in response to Schools in Financial Difficulties.

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 would not be managed through normal budget and staffing measures.

## Schools Forum – 11 March 2019

Schools had indicated that funding was not to be used for the following:

- Academies, PRU's and special schools;
- as a mitigation for weak budget and staffing management by a school;
- as ongoing amount to be claimed to offset annual budget.

The funding would be used for the following:

- for contributing Local Authority maintained schools;
- to support schools when unforeseen additional costs had occurred which could not reasonably be built in to a deficit recovery plan;
- to support schools when a one-year dip in DSG income was expected;
- to support costs where a school in a deficit position was forced into academy status.

There are limits to the support to schools as follows:

- the total annual funding available is £250K. There will be no further funding available;
- 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 was £125K per year;
- unallocated funding would be carried forward to the next financial year.

Applications to be made in writing and must be accompanied by the school deficit recovery plan and current budget information as well as details of all savings including proposed staffing changes.

A sub-committee would be established as indicated in the report as needed.

**Resolved** that the Schools Forum approve the process and criteria outlined in the report for schools in financial difficulties be considered for funding.

## **Schools Forum – 11 March 2019**

### **13/19      Agenda Item 7 - High Needs Block Budget Monitoring 2018/19**

The Schools Forum received a report in respect of the High Needs Block Budget 2018/19.

The DfE had allocated Sandwell an additional £1,702,844 over two years so the HNB showed an increase in grant of £851,422 in 2018/19.

The current anticipated in year deficit was £903K which would be reduced to £52K deficit after application of the additional grant.

The balance brought forward as at 1<sup>st</sup> April 2018 was nil as the deficit from 2017/18 was dealt with as reported to Schools Forum in June.

The main variances were outlined in the report.

Schools Forum was asked to note the contents of the report in respect of HNB Grant budget monitoring for the period 1<sup>st</sup> April 2018 to 31<sup>st</sup> January 2019.

### **14/19      Agenda Item 14 - Alternative Provision Report (AOB)**

The Alternative Provision report was tabled to provide Schools Forum with an overview of the findings following a full analysis of the Alternative Provision spend from 1<sup>st</sup> April 2018 to 28<sup>th</sup> March 2019.

The report showed the analysis of the raw data and did not provide any information on the next steps.

There were currently 231 pupils on the list to receive Alternative Provision and the highest referrals were from the Fair Access Panel and Schools.

A review of the processes and procedure on Alternative Provision placements was currently being undertaken and a future report would be submitted on completion.

Schools Forum expressed significant concerns with the projected £2million overspend.

## Schools Forum – 11 March 2019

### Resolved

- (1) Schools Forum noted the contents of the report;
- (2) Julie Gill would send figures to secondary members to ensure that pupils were not being counted, or paid for, twice;
- (3) that the Group Head attend the next Forum meeting to answer questions regarding the over-spend;
- (4) that any questions from members to be sent to the Chair or Finance Officer.

15/19

### **Agenda Item 8 – Annual Consultation on Arrangements for SEN Pupils, Early Years and Financial Issues.**

The Schools Forum received a report outlining information in respect of the Dedicated School Grant budget planning process and to carry out the annual consultation on financial issues as requested by the Schools Forums (England) Regulations 2012 as follows:

- 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.

Schools Forum was asked for views in respect of the financial issues on each of the key areas as below:

- 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.

**Resolved** that Schools forum note the report and forward views to the Director – Education, Skills and Employment.

## Schools Forum – 11 March 2019

16/19

### **Agenda Item 9 - Teachers' Pension consultation – LA Response**

Schools Forum received a report in respect to Teacher's Pensions Employer Contributions consultation.

The local authority did respond to the consultation on Funding increases to teachers' pensions employer contributions.

The consultation was a DfE proposal to support certain education institutions with the increase to employer contributions to the Teachers' Pension Scheme (TPS) in 2019-20.

The consultation focused on the Teachers' Pension Scheme which provided a pension for teachers in the following sectors:

- state-funded schools;
- further education;
- higher education;
- independent schools.

Members expressed concerns and were not clear if they would be funded after 2020. The DfE had not issued any further guidance.

**Resolved** that Schools Forum noted the report and ensure that schools be made aware of the uncertainties.

17/19

### **Agenda Item 10 - Fair Funding Schemes update**

Schools Forum was informed that the authority would consult with schools on the updates to be made to the scheme for the financing of schools.

Local authorities were required by the DfE to publish schemes setting out the financial relationship between them and the schools they maintain.

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 had to consult the relevant local authorities and other interested parties.



## Schools Forum – 11 March 2019

Updates had been made to reflect current policy positions and changes in legislation and these were indicated within the report. Section 13 had changed significantly to reflect changes to the Children and Families Act 2014, a school was no longer required to consult prior to establishing community facilities and there was no longer a need for a school to be mindful of local authority's advice, under section 27 of the Education Act 2002.

**Resolved** that schools would be consulted on the updates to the scheme and will be given a month to respond.

### 18/19 **Agenda Item 11 - Schools Forum Forward Plan 2019/20**

Officers outlined the forward plan and noted that reports on Alternative Provision would need to be added.

### 19/19 **Agenda Item 13 – Shenstone Lodge Special School Report**

Schools Forum received a report in respect to the proposed budget pressures and potential restructuring at Shenstone Lodge Shenstone Lodge and asked to note the implications of the restructuring for school provision within the borough and the implications for special needs provision if Shenstone Lodge moved to academy status.

As the consultation on staffing re-structure was currently placed on hold, Forum would await a further report on Shenstone Lodge before providing a view. In the meantime, any comments could be passed to the Director via the Chair and the Principal Accountant.

**Resolved** that Comment be forwarded to Director of Education, Skills and Employment through the Principal Accountant for schools and the Chair.

(Meeting ended at 3.50pm)

## **Schools Forum – 11 March 2019**

Contact Officer: Shane Parkes  
Democratic Services Unit  
0121 569 3190

## Agenda Item 4

### Schools Forum Attendance: June 2018 - March 2019

	18th June 2018	12th November 2018	17th December 2018	14th January 2019	11th March 2019
<b>Primary School Members</b>					
R Kentish	✓	Apologies	✓	Apologies	Apologies
P Jones	✓	✓	✓	✓	✓
K Bickley	Apologies	✓	Apologies	✓	✓
A Orgill / L Gillam	✓		✓	Apologies	
C Walsh	✓		✓	Apologies	✓
P Thompson / G Linford	Apologies	Apologies	✓	✓	✓
<b>Secondary Schools Members</b>					
P Shone	✓	✓	✓	✓	✓
A Burns	✓	✓	✓	✓ R Fisher	✓ R Fisher
D Irish			Apologies	✓	✓
M Arnull	✓		✓	✓	✓
<b>Special Schools</b>					
N Toplass	✓	✓	✓	✓	✓
<b>Schools Governors</b>					
B Patel		Apologies	✓	✓	
C Gallant					
J Smallman	Apologies	✓	✓	✓	Apologies
L Howard	Apologies	✓	✓	Apologies	Apologies
A Cysewski	Apologies		Apologies		Apologies
<b>Trade Union</b>					
D Barton				Apologies	✓
<b>Early Years</b>					
A Sahota		Apologies	✓	Apologies	Apologies
<b>14-19 Provider</b>					
D Holden					
<b>Pupil Referarral Unit</b>					
K Morgan	✓	✓			

## **Agenda Item 6**

### **Schools Forum**

**17th June 2019**

### **School Balances 2018/19 and Budget Plans 2019/20**

**This report is for information**

**1. Recommendations:**

That Schools Forum members:

- 1.1 Note the balances held by schools at the end of 2018-19 and the projected balances for 2019-20.

**2. Purpose**

- 2.1 That Schools Forum note the balances held by schools at the end of 2018-19 and the projected balances for 2019-20.

**3. Links to School Improvement Priorities**

- 3.1 School governing bodies have a responsibility to set a balanced budget annually and to use available resources effectively to deliver high quality education to children. It is important that schools balance budget priorities well whilst planning for any foreseeable changes in coming years. Schools should take effective action to avoid deficit budgets or excessive balances above recommended limits.

**4. Report Details**

- 4.1 **School Balances 2018-19**

4.1.1 **Appendix 1** shows the total school balances as at the end of 2018-19. This is summarised below and compared to the position at the end of 2017-18.

	<b>2017-18 £m</b>	<b>In Year Movement £m</b>	<b>2018-19 £m</b>
<b>Budget Share</b>	19.778	2.060	21.838
<b>Capital</b>	0.585	0.763	1.348
<b>Other Funds</b>	(0.177)	0.864	0.687
<b>Total</b>	<b>20.186</b>	<b>3.687</b>	<b>23.873</b>

4.1.2 There were two schools closing with a deficit budget share (Rounds Green (£0.310m) and Sacred Heart (0.048m)).

4.1.3 There was one school; Tameside Primary that converted to an academy during 2018/19.

4.1.4 The authority is in the process of finalising a Licensed deficit agreement with Rounds Green to ensure they return to a surplus balance within a 3 year timeframe. Sacred Heart has been able to set a balanced budget for 2019/20 and therefore do not need a licensed deficit.

#### 4.2 **Budget Plans 2019-20**

4.2.1 **Appendix 2** shows the projected balances for 2019-20 as indicated by the Budget Plans received from schools. Percentages are highlighted according to the following criteria: -

	<b>Primary/Special</b>	<b>Secondary</b>
<b>Red</b>	Less than 1% or greater than 10% balance	Less than 1% or greater than 8% balance
<b>Amber</b>	1%-2% OR 8%-10% balance	1%-2% OR 5%-8% balance

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<b>Green</b>	2%-8% balance	2%-5% balance
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- 4.2.2 Twenty four primary schools are projecting to hold balances above 10% and ten primary schools are projecting to hold balances below 1% at the end of 2018-19.
- 4.2.3 There are three schools projecting a deficit balance at the end 2019-20; Rounds Green Primary, Stuart Bathurst High and Shenstone Special school. The authority will be working with these schools to agree a licensed deficit plan and it will put plans in place to regularly review the financial position of the schools going forward.
- 4.2.4 There are no secondary schools projecting to hold balances above 8% and four secondary schools is projecting holding balances below 1% at the end of 2017-18.
- 4.2.5 There is one special school projecting to hold a balance above 10% and one special school is projecting to hold a balance below 1%.

**5. Recommendations**

That Schools Forum:

- 5.1 Note the balances held by schools at the end of 2018-19 and the projected balances for 2019-20.

Rosemarie Kerr, Principal Accountant – Schools

Date: 14/06/2019

Contact Officer: Rosemarie Kerr

Tel No: 0121 569 8318

Agenda Item 6 – Appendix 1

SCHOOL BALANCES										
School	2017/18					2018/19				
	BUDGET SHARE	STANDARDS FUND CAPITAL	COMMUNITY FUNDS	OTHER FUNDS	TOTAL	BUDGET SHARE	STDS FUND CAPITAL	COMMUNITY FUNDS	OTHER FUNDS	TOTAL
ABBEY INFANT	102,238.93	0.00	0.00	0.00	102,238.93	150,041.82	12,510.81	0.00	0.00	162,552.63
ABBEY JUNIOR	59,263.80	0.00	0.00	0.00	59,263.80	75,245.06	14,674.80	0.00	0.00	89,919.86
ALBERT PRITCHARD INF	165,729.78	0.00	0.00	0.00	165,729.78	181,918.58	23,946.79	0.00	0.00	205,865.37
ALL SAINTS JR & INF	235,689.27	0.00	0.00	0.00	235,689.27	304,096.46	0.00	0.00	0.00	304,096.46
ANNIE LENNARD	364,915.33	12,687.00	0.00	0.00	377,602.33	358,497.44	0.00	0.00	0.00	358,497.44
BEARWOOD JR & INF	353,476.73	50,080.00	0.00	0.00	403,556.73	359,550.43	42,696.00	0.00	0.00	402,246.43
BLACKHEATH JR & INF	608,892.18	31,103.00	0.00	0.00	639,995.18	763,347.47	45,164.46	0.00	0.00	808,511.93
BLEAKHOUSE JUNIOR	120,261.87	7,161.95	0.00	0.00	127,423.82	168,402.67	20,398.00	0.00	0.00	188,800.67
BRANDHALL JR & INF	125,744.39	0.00	0.00	0.00	125,744.39	184,249.58	0.00	0.00	0.00	184,249.58
BRICKHOUSE JR & INF	27,287.39	0.00	0.00	0.00	27,287.39	35,862.03	6,700.88	0.00	0.00	42,562.91
BURNT TREE JR & INF	267,149.03	29,185.21	0.00	0.00	296,334.24	271,927.15	26,781.51	0.00	0.00	298,708.66
CAPE JR & INF	671,416.86	11,528.50	0.00	0.00	682,945.36	665,723.37	47,546.99	0.00	0.00	713,270.36
CAUSEWAY GREEN JR & INF	220,381.55	10,691.00	0.00	0.00	231,072.55	255,826.93	12,679.88	0.00	0.00	268,506.81
CHRIST CHURCH JR & INF	53,376.29	0.00	0.00	0.00	53,376.29	119,735.96	0.00	192,946.00	0.00	312,681.96
CROCKETTS LANE INF	483,443.35	8,155.75	0.00	0.00	491,599.10	699,342.07	33,336.74	0.00	0.00	732,678.81
Eaton Valley	469,834.02	0.00	0.00	0.00	469,834.02	396,506.26	0.00	0.00	0.00	396,506.26
FERNDALE JR & INF	149,830.16	2,360.95	(141,803.37)	0.00	10,387.74	313,123.89	0.00	(132,197.12)	0.00	180,926.77
GALTON VALLEY	427,560.47	9,546.00	42,232.83	0.00	479,339.30	529,030.57	30,260.00	38,765.93	0.00	598,056.50
GLEBEFIELDS JR & INF	184,994.77	9,006.00	0.00	0.00	194,000.77	150,983.25	11,320.82	0.00	0.00	162,304.07
GRACE MARY JR & INF	179,338.10	11,517.00	0.00	0.00	190,855.10	133,711.83	10,193.24	0.00	0.00	143,905.07
GREAT BRIDGE JR & INF	233,586.59	8,612.00	0.00	0.00	242,198.59	271,169.41	26,357.00	0.00	0.00	297,526.41
GROVE VALE JR & INF	148,705.22	19,688.00	0.00	0.00	168,393.22	265,724.05	2,841.00	0.00	0.00	268,565.05
HANBURY PRIMARY	777,899.75	0.00	0.00	0.00	777,899.75	661,326.35	6,756.24	0.00	0.00	668,082.59
HALL GREEN JR & INF	937,766.65	39,397.52	0.00	0.00	977,164.17	899,892.98	23,123.60	0.00	0.00	923,016.58
HAMSTEAD INF	114,895.06	14,571.00	0.00	0.00	129,466.06	126,544.79	24,761.98	0.00	0.00	151,306.77
HAMSTEAD JUNIOR	160,355.54	13,220.00	0.00	0.00	173,575.54	210,075.69	30,537.80	0.00	0.00	240,613.49
HARGATE JR & INF	418,439.63	70,491.00	0.00	0.00	488,930.63	528,768.30	63,952.83	0.00	0.00	592,721.13
HARVILLS HAWTHORN PR	379,448.61	2,341.00	0.00	0.00	381,789.61	337,236.51	18,401.25	0.00	0.00	355,637.76
HATELEY HEATH PRIM	135,520.39	8,629.00	(318,714.87)	0.00	(174,565.48)	18,483.05	20,884.56	0.00	0.00	39,367.61
HIGHFIELDS JR & INF	207,549.80	24,048.00	0.00	0.00	231,597.80	199,519.32	38,544.30	0.00	0.00	238,063.62
HOLY NAME RC JR & INF	155,727.67	0.00	0.00	0.00	155,727.67	187,082.02	0.00	0.00	0.00	187,082.02
HOLY TRINITY JR & INF	212,202.64	0.00	0.00	0.00	212,202.64	258,518.19	21,084.87	0.00	0.00	279,603.06
JOSEPH TURNER JR & INF	186,352.03	8,592.00	0.00	0.00	194,944.03	204,615.65	0.00	0.00	0.00	204,615.65
KING GEORGE V PRIMARY	69,588.86	0.00	0.00	0.00	69,588.86	88,044.35	10,210.98	0.00	0.00	98,255.33
LANGLEY JR & INF	355,918.06	0.00	0.00	0.00	355,918.06	404,170.89	0.00	0.00	0.00	404,170.89
LIGHTWOODS JR & INF	62,418.45	4,282.86	0.00	0.00	66,701.31	202,817.03	16,684.12	0.00	0.00	219,501.15

Agenda Item 6 – Appendix 1

School	2017/18					2018/19				
	BUDGET SHARE	STANDARDS FUND CAPITAL	COMMUNITY FUNDS	OTHER FUNDS	TOTAL	BUDGET SHARE	STDS FUND CAPITAL	COMMUNITY FUNDS	OTHER FUNDS	TOTAL
LODGE JR & INF	232,799.61	0.00	0.00	0.00	232,799.61	257,641.39	0.00	0.00	0.00	257,641.39
LYNG JUNIOR & INF	208,202.68	0.00	0.00	0.00	208,202.68	220,564.55	17,596.89	0.00	0.00	238,161.44
MOAT FARM INF	147,280.10	642.00	10,352.60	0.00	158,274.70	185,168.84	24,262.00	43,643.67	0.00	253,074.51
MOAT FARM JUNIOR	207,327.25	0.00	0.00	0.00	207,327.25	271,702.44	18,540.00	0.00	0.00	290,242.44
MOORLANDS JR & INF	128,398.58	0.00	0.00	0.00	128,398.58	163,693.12	0.00	0.00	0.00	163,693.12
NEWTOWN JR & INF	(29,903.63)	0.00	0.00	0.00	(29,903.63)	38,301.90	11,906.12	0.00	0.00	50,208.02
OAKHAM JR & INF	464,976.37	0.00	0.00	0.00	464,976.37	518,529.67	17,011.90	0.00	0.00	535,541.57
OCKER HILL INFANTS	169,499.45	2,839.00	0.00	0.00	172,338.45	88,209.73	12,129.58	0.00	0.00	100,339.31
OLD HILL JR & INF	71,531.94	0.00	0.00	0.00	71,531.94	122,556.80	16,927.00	0.00	0.00	139,483.80
OLD PARK JR & INF	423,937.79	20,805.43	79,899.73	0.00	524,642.95	403,964.89	35,033.36	105,986.89	0.00	544,985.14
PARK HILL JR & INF	139,324.36	0.00	0.00	0.00	139,324.36	202,093.87	18,945.00	0.00	0.00	221,038.87
PENNYHILL	404,536.88	9,566.33	90,625.99	0.00	504,729.20	417,401.27	11,484.32	100,461.23	0.00	529,346.82
PERRYFIELDS JR & INF	132,437.19	0.00	0.00	0.00	132,437.19	207,450.34	5,709.70	0.00	0.00	213,160.04
PRIORY PRIMARY	169,391.63	0.00	0.00	0.00	169,391.63	206,235.53	17,846.17	0.00	0.00	224,081.70
REDDAL HILL JR & INF	250,811.85	5,563.00	0.00	0.00	256,374.85	315,985.25	0.00	0.00	0.00	315,985.25
ROOD END JR & INF	156,679.33	0.00	0.00	0.00	156,679.33	105,278.86	639.98	0.00	0.00	105,918.84
ROUNDS GREEN JR & INF	(543.44)	0.00	0.00	0.00	(543.44)	(309,808.44)	13,607.96	0.00	0.00	(296,200.48)
ROWLEY HALL JR & INF	113,835.88	0.00	60,580.88	0.00	174,416.76	101,978.74	1,174.81	65,476.47	0.00	168,630.02
RYDERS GREEN JR & INF	301,328.11	0.00	0.00	0.00	301,328.11	272,647.21	8,539.00	0.00	0.00	281,186.21
SACRED HEART JR & INF	2,223.99	21,522.00	0.00	0.00	23,745.99	(47,524.06)	17,125.94	0.00	0.00	(30,398.12)
SPRINGFIELD PRIMARY	281,519.46	1,547.34	0.00	0.00	283,066.80	318,513.65	21,301.39	0.00	0.00	339,815.04
ST JAMES CE PRIMARY	235,995.33	484.23	0.00	0.00	236,479.56	284,120.89	16,802.73	0.00	0.00	300,923.62
ST JOHN BOSCO JR & INF	255,049.83	0.00	0.00	0.00	255,049.83	225,709.65	0.00	271,284.77	0.00	496,994.42
ST MARGARETS JR & INF	105,619.64	0.00	0.00	0.00	105,619.64	146,074.82	0.00	0.00	0.00	146,074.82
ST MARTINS JR & INF	73,644.45	0.00	0.00	0.00	73,644.45	108,748.60	17,144.40	0.00	0.00	125,893.00
ST MARY MAG JR & INF	188,498.09	0.00	0.00	0.00	188,498.09	152,155.01	10,422.85	0.00	0.00	162,577.86
ST MARY'S JR & INF	91,958.86	0.00	0.00	0.00	91,958.86	118,208.86	0.00	0.00	0.00	118,208.86
ST MATTHEWS JR & INF	229,286.60	0.00	0.00	0.00	229,286.60	363,385.95	0.00	0.00	0.00	363,385.95
TAMESIDE	189,591.86	30,664.47	0.00	0.00	220,256.33	0.00	0.00	0.00	0.00	0.00
TEMPLE MEADOW JR & INF	67,996.93	0.00	0.00	0.00	67,996.93	135,320.72	1,201.79	0.00	0.00	136,522.51
TIPTON GREEN JUNIOR	114,809.87	0.00	0.00	0.00	114,809.87	174,752.82	12,749.30	0.00	0.00	187,502.12
TIVIDALE HALL JR & INF	176,492.05	0.00	0.00	0.00	176,492.05	196,247.17	17,751.42	0.00	0.00	213,998.59
TIVIDALE COMMUNITY	395,785.49	0.00	0.00	0.00	395,785.49	457,897.27	0.00	0.00	0.00	457,897.27
UPLANDS MANOR PRIMARY	275,934.01	0.35	0.00	0.00	275,934.36	511,670.82	0.00	0.00	0.00	511,670.82
WARLEY INFANTS	118,195.40	0.00	0.00	0.00	118,195.40	101,707.95	13,678.00	0.00	0.00	115,385.95
WHITECREST JR & INF	53,824.51	6,385.00	0.00	0.00	60,209.51	94,015.77	9,805.20	0.00	0.00	103,820.97
WOOD GREEN JUNIOR	105,127.76	0.00	0.00	0.00	105,127.76	161,060.18	0.00	0.00	0.00	161,060.18
YEW TREE JR & INF	321,635.78	11,232.91	0.00	0.00	332,868.69	362,342.98	40,821.60	0.00	0.00	403,164.58
<b>PRIMARY TOTAL</b>	<b>16,802,241.05</b>	<b>518,146.80</b>	<b>(176,826.21)</b>	<b>0.00</b>	<b>17,143,561.64</b>	<b>18,635,116.45</b>	<b>1,052,509.86</b>	<b>686,367.84</b>	<b>0.00</b>	<b>20,373,994.15</b>



## Agenda Item 6 – Appendix 1

School	2017/18					2018/19				
	BUDGET SHARE	STANDARDS FUND CAPITAL	COMMUNITY FUNDS	OTHER FUNDS	TOTAL	BUDGET SHARE	STDS FUND CAPITAL	COMMUNITY FUNDS	OTHER FUNDS	TOTAL
HOLLY LODGE HIGH	404,750.62	322.38	0.00	0.00	405,073.00	252,158.02	75,989.28	0.00	0.00	328,147.30
PHOENIX	761,813.38	0.00	0.00	0.00	761,813.38	781,644.75	31,546.26	0.00	0.00	813,191.01
PERRYFIELDS HIGH	(80,596.72)	2,905.00	0.00	0.00	(77,691.72)	45,544.61	67,438.25	0.00	0.00	112,982.86
ST MICHAELS CE HIGH	110,324.77	0.00	0.00	0.00	110,324.77	348,803.89	0.00	0.00	0.00	348,803.89
STUART BATHURST	267,608.68	0.00	0.00	0.00	267,608.68	136,933.25	0.00	0.00	0.00	136,933.25
<b>SECONDARY TOTAL</b>	<b>1,463,900.73</b>	<b>3,227.38</b>	<b>0.00</b>	<b>0.00</b>	<b>1,467,128.11</b>	<b>1,565,084.52</b>	<b>174,973.79</b>	<b>0.00</b>	<b>0.00</b>	<b>1,740,058.31</b>
MEADOWS	293,830.80	6,944.00	0.00	0.00	300,774.80	365,378.44	22,388.00	0.00	0.00	387,766.44
ORCHARD	423,720.17	49,930.60	0.00	0.00	473,650.77	462,931.44	75,735.83	0.00	0.00	538,667.27
WESTMINSTER	669,119.70	0.00	0.00	0.00	669,119.70	714,474.24	0.00	0.00	0.00	714,474.24
SHENSTONE	125,585.08	6,295.00	0.00	0.00	131,880.08	95,303.61	22,659.00	0.00	0.00	117,962.61
<b>SPECIAL TOTAL</b>	<b>1,512,255.75</b>	<b>63,169.60</b>	<b>0.00</b>	<b>0.00</b>	<b>1,575,425.35</b>	<b>1,638,087.73</b>	<b>120,782.83</b>	<b>0.00</b>	<b>0.00</b>	<b>1,758,870.56</b>
<b>SCHOOLS TOTAL</b>	<b>19,778,397.54</b>	<b>584,543.78</b>	<b>(176,826.21)</b>	<b>0.00</b>	<b>20,186,115.11</b>	<b>21,838,288.70</b>	<b>1,348,266.48</b>	<b>686,367.84</b>	<b>0.00</b>	<b>23,872,923.02</b>

## BUDGET PLANS 2019-2020

M 6 APPENDIX 2

SCHOOLS	BUDGET PLANS			
	2019-20		2020-21	2021-22
	£	%	£	£
ABBAY INFANT	30,317	2.27	-111,415	-296,649
ABBAY JUNIOR	13,983	0.88	-142,718	-359,496
ALBERT PRITCHARD INFANT	178,677	13.18	112,708	-7,011
ALL SAINTS CE PRIMARY	242,887	13.14	148,599	-12,046
ANNIE LENNARD PRIMARY	261,472	21.25	74,905	-122,395
BEARWOOD PRIMARY	187,258	8.91	-142,767	-522,935
BLACKHEATH PRIMARY	807,724	34.31	949,781	715,802
BLEAKHOUSE JUNIOR	139,980	12.12	55,080	-70,823
BRANDHALL PRIMARY	65,172	3.07	-80,279	-263,704
BRICKHOUSE PRIMARY	5,625	0.48	-23,828	-62,232
BURNT TREE PRIMARY	135,359	7.10	30,898	-126,290
CAPE PRIMARY	600,197	18.89	362,361	15,171
CAUSEWAY GREEN PRIMARY	159,735	7.22	8,114	-203,188
CHRIST CHURCH CE PRIMARY	58,568	2.50	-53,934	-231,084
CROCKETTS COMMUNITY PRIMARY	431,019	16.27	214,958	-77,791
EATON VALLEY PRIMARY	198,647	9.65	-81,942	-412,781
FERNDALE PRIMARY	237,224	8.55	66,941	-181,067
GALTON VALLEY PRIMARY	329,191	13.02	120,648	-153,979
GLEBEFIELDS PRIMARY	140,573	6.32	65,605	-5,826
GRACE MARY PRIMARY	87,264	6.02	7,720	-126,040
GREAT BRIDGE PRIMARY	100,992	4.10	47,677	22,492
GROVE VALE PRIMARY	342,956	19.33	272,944	152,838
HANBURY PRIMARY	77,235	3.44	-220,544	-567,215
HALL GREEN PRIMARY	481,908	20.66	73,471	-395,700
HAMSTEAD INFANT	1,542	0.16	-151,179	-337,164
HAMSTEAD JUNIOR	153,259	13.63	78,991	-22,396
HARGATE PRIMARY	304,848	12.09	6,333	-377,141
HARVILLS HAWTHORN PRIMARY	302,169	13.28	261,943	77,900
HATELEY HEATH PRIMARY	2,956	0.14	-43,533	-162,661
HIGHFIELDS PRIMARY	105,872	5.59	-98,104	-384,774
HOLY NAME CATHOLIC PRIMARY	108,508	11.82	8,908	-127,763
HOLY TRINITY CE PRIMARY	177,494	8.03	-18,684	-285,396
JOSEPH TURNER PRIMARY	110,826	5.08	2,052	-196,319
KING GEORGE V PRIMARY	42,698	3.56	20,098	-45,011
LANGLEY PRIMARY	297,338	14.53	108,839	-143,314
LIGHTWOODS PRIMARY	26,214	1.87	-11,281	-48,594
LODGE PRIMARY	101,036	4.83	-99,269	-372,787
LYNG PRIMARY	112,170	4.74	9,554	-166,545
MOAT FARM INFANT	145,403	7.84	108,507	44,610
MOAT FARM JUNIOR	300,787	13.52	226,636	112,137
MOORLANDS PRIMARY	112,611	10.82	53,597	-45,917
NEWTOWN PRIMARY	907	0.08	-103,911	-249,322
OAKHAM PRIMARY	212,221	10.81	4,826	-277,216
OCKER HILL INFANT	28,292	2.66	-124,526	-298,768
OLD HILL PRIMARY	77,293	6.61	-44,593	-196,077
OLD PARK PRIMARY	300,586	13.99	82,147	-199,507
PARK HILL PRIMARY	115,345	10.14	7,686	-66,029
PENNYHILL PRIMARY	189,430	6.23	-196,763	-710,779
PERRYFIELDS PRIMARY	85,549	5.06	-18,471	-179,778
PRIORY PRIMARY	86,532	5.35	73,209	107,174

BUDGET PLANS 2019-2020				
SCHOOLS	BUDGET PLANS			
	2019-20		2020-21	2021-22
	£	%	£	£
REDDAL HILL PRIMARY	308,619	15.74	152,728	-70,621
ROOD END PRIMARY	9,158	0.37	-253,869	-608,295
ROUNDS GREEN PRIMARY	-289,128	-14.51	-255,328	-260,466
ROWLEY HALL PRIMARY	10,813	0.36	-95,031	-270,975
RYDERS GREEN PRIMARY	195,432	8.94	-7,242	-277,831
SACRED HEART PRIMARY	1,913	0.11	130,811	268,942
SPRINGFIELD PRIMARY	107,956	5.00	-183,617	-531,701
ST JAMES CE PRIMARY	113,200	4.73	-119,799	-432,892
ST JOHN BOSCO CATHOLIC PRIMARY	78,829	6.92	-7,800	-145,534
ST MARGARETS CE PRIMARY	108,519	11.23	55,705	-18,998
ST MARTINS CE PRIMARY	39,627	3.37	-75,871	-235,779
ST MARY MAGDALENE CE PRIMARY	82,712	7.86	-67,934	-254,251
ST MARY'S CATHOLIC PRIMARY	69,335	6.11	11,366	-88,946
ST MATTHEWS CE PRIMARY	306,693	19.47	232,163	180,465
TEMPLE MEADOW PRIMARY	58,157	3.01	-89,412	-311,485
TIPTON GREEN JUNIOR	182,516	9.97	37,826	-126,128
TIVIDALE COMMUNITY PRIMARY	305,037	14.49	100,089	-172,744
TIVIDALE HALL PRIMARY	123,224	6.35	34,745	-86,501
UPLANDS MANOR PRIMARY	402,663	9.10	-119,915	-785,398
WARLEY INFANT	5,302	0.57	-185,539	-438,500
WHITECREST PRIMARY	54,436	6.15	2,718	-37,666
WOOD GREEN JUNIOR	118,558	9.30	90,594	59,259
YEW TREE PRIMARY	132,389	4.60	-111,032	-402,889
<b>PRIMARY TOTAL</b>	<b>11,341,809</b>		<b>1,174,351</b>	<b>-12,892,320</b>
HOLLY LODGE HIGH	0	0.00	-1,035,561	-2,225,519
PERRYFIELDS HIGH	13,551	0.23	-164,011	-741,220
PHOENIX COLLEGIATE	406,651	3.79	20,737	-387,551
ST MICHAELS CE HIGH	13,817	0.19	-405,522	-970,097
STUART BATHURST CATHOLIC HIGH	-539,484	0.00	-337,073	-377,619
<b>SECONDARY TOTAL</b>	<b>434,017</b>		<b>-1,584,357</b>	<b>-4,324,387</b>
MEADOWS	313,462	7.77	242,073	45,360
ORCHARD	255,077	7.11	-92,148	-558,155
SHENSTONE	-173,706	-5.84	-273,519	-446,480
WESTMINSTER	513,142	11.11	227,825	-202,469
<b>SPECIAL TOTAL</b>	<b>907,975</b>		<b>104,231</b>	<b>-1,161,744</b>
<b>PRU</b>				
PRIMROSE	7,069		-19,557	-62,178
ALBRIGHT	273,329		254,192	202,898
SANDWELL COMMUNITY (WODO)		0.00		
<b>PRU TOTAL</b>	<b>280,398</b>		<b>234,635</b>	<b>140,720</b>
<b>GRAND TOTAL</b>	<b>12,964,199</b>	<b>0</b>	<b>-71,140</b>	<b>-18,237,732</b>

## Agenda Item 7

### Schools Forum

17 June 2019

### SPECIAL EDUCATIONAL NEEDS HIGH NEEDS BLOCK 2018/19 OUTTURN and SPECIAL PROVISION OCCUPANCY

This report is for Information

#### **1. Recommendations:**

That Schools Forum members:

- 1.1 Note the contents of the report in relation to the 2018/19 HNB Grant final outturn
- 1.2 Note the data provided on the commissioned places and occupancy for special provisions.

#### **2. Purpose**

- 2.1 To provide schools forum with the HNB 2018/19 outturn and data on the commissioned places in specialist provision against occupancy.

#### **3. HNB Budget 2018/19 Analysis**

- 3.1 The initial HNB Grant for 2018/19 was £37.609m. The DfE allocated an additional £1.703m over two years so the HNB Grant for 2018/19 was increased by £0.851m, This will be shown on a separate line to highlight the fact that it has only been allocated for a two year period. There was also an adjustment made at the year end of £8,695.
- 3.2 Table 1 shows budget, outturn as at 31 March 2019 and the variance from the budget.
- 3.3 The balance brought forward as at 1 April 2018 was nil as the deficit from 2017/18 was fully funded as reported to Schools Forum in June 2018.

The in-year surplus on the HNB as at 31 March 2019 was £58,981 and an additional transfer of £31,000 will be actioned from the early years grant to fund early year's posts previously agreed but paid for through the HNB. Therefore, the balance carried forward equates to £89,981.

**Table 1 - HNB 2018/19 Budget Allocations, Spend and variances**

<b>Budget Heading</b>	<b>Budget 2018/19 £000</b>	<b>Outturn 31/3/19 £000</b>	<b>Variance from Budget £000</b>
1) Out of Borough Placements	2,907	2,834	(73)
2) Pupil Top Up Funding	20,487	19,837	(650)
3) Place Funding	7,516	7,795	279
4) Hospital PRU	988	988	0
5) SEN Support Services	998	885	(113)
6) Support for Inclusion	2,709	2,578	(131)
7) Alternative Provision	160	2,055	1,895
8) SEN Developments	204	(22)	(226)
9) Other SEN Funding	1,593	1,408	(185)
10) Exclusions & Reintegration	56	52	(4)
<b>TOTAL</b>	<b>37,618</b>	<b>38,410</b>	<b>792</b>
<b>Additional In year grant</b>	<b>851</b>	<b>0</b>	<b>(851)</b>
<b>Total HNB Grant</b>	<b>38,469</b>	<b>38,410</b>	<b>(59)</b>

3.4 The main variances are as follows:

- Pupil Top up funding £650K underspend – The EYS Inclusion support funding of £480K has been used to offset the EYS pupil funding. This reduced the funding required from the HNB for pupil top up.

- Place Funding £279K overspend – an additional 16 places were required in special schools, 9 of which were in The Meadows School following the agreed expansion. Changes in the Focus Provision funding by the DfE required additional places to be funded for pupils who were admitted after the October census date. This equates to £119K.

- Alternative Provision £1,895K overspend – this is for pupils missing education, International new arrivals and hard to place pupils. This was raised as an issue in the 2017/18 outturn report presented to Forum in June 2018 and a data report was submitted to Forum in March 2019. Processes are being looked at and work is currently being undertaken to address the sudden increase in the pupils accessing this provision.

- SEN Developments currently funds staff salaries nearing the end of their contracts agreed by JEG in 2014/15 equating to £51K, of which £31K is to be met from the early years balances. It also includes costs for independent appeals and reports of £17K, 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.

#### **4. Other SEN Funding**

4.1 Table 2 shows the breakdown of the other SEN funding of £1.408m

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

**Table 2 Other SEN Funding**

<b>Description</b>	<b>Budget 2018/19 £000</b>	<b>Outturn 31/3/19 £000</b>
Central Recharges	508	508
SLAs with Health	87	70
Equal Pay Claim Special Schools	58	58
Transfer to CWD	96	0
Hospital Tuition	50	16
Mediation	10	26
Medical Malpractice Insurance	15	0
Non-Statutory SEN Support	360	360
Contribution to SC Placements to be based on actual costs agreed on an individual basis	400	370
HNB Grant adjustment	9	0
<b>TOTAL</b>	<b>1,584</b>	<b>1,408</b>

## **5. Focus Provision, Special School and PRU Place Funding**

- 5.1 The attached shows the outturn position on the average occupancy for Focus Provisions, Special Schools and PRUs from 1 April 2018 to 31 March 2019.
- 5.2 The Focus Provisions average occupancy in 2018/19 was approximately 88%. Therefore, the under occupancy is 12%. Under occupancy 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 out turned at 10% in March. There are still some EHCPs to be finalised naming focus provisions for which places are reserved.
- 5.3 The occupancy has also been affected by a new provision opening on 1 September 2018, which has been taking pupils on a phased transfer and 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 though natural wastage so that only those pupils on roll will be funded.

- 5.4 Three of the four special schools were over occupancy throughout the financial year and in-year adjustments were made to account for the increases.
- 5.5 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%.
- 5.6 Sandwell Community School and Primrose Centre have been added to the spreadsheet. The data for Albright Centre will require some additional work so that it is presented fairly, as not all pupils on roll are full time students.
- 5.7 SCS are funded for 180 places. 100 for preventative and 80 for permanent exclusions. The average occupancy for the period 1 April 2018 to 31 March 2019 was 76%. The Summer term was running at almost full capacity, but pupil numbers declined in the autumn term 2018 and spring term 2019.
- 5.8 Primrose are funded for 25 places. 5 are preventative places and 20 are for permanent exclusions. The average occupancy during the period 1/4/18-31/3/19 was 100%. However, the provision fluctuated from a maximum 36% over occupancy to a maximum 72% under occupancy in certain months during the year.

## **6. Recommendations**

- 6.1 That Schools Forum note the contents of the report in relation to the HNB Grant Outturn and Specialist Provision.

Date: 07/06/2019 Contact Officer: Chris Ward Tel No: 0121-569-8338
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FOCUS PROVISION AVERAGE OCCUPANCY TABLE 2018/19

		% April	% May	% June	% July	% August	% September	% October	% November	% December	% January	% February	% March	Places Available	Average Annual % Occupancy	Notes	Vacant Places @ March
Christ Church C.E. Primary	CCD	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	8	100%		0
Crocketts Lane Primary	PD	83%	83%	83%	83%	83%	75%	83%	83%	83%	92%	92%	92%	12	85%	1 place is reserved pending finalisation of EHCP & start date	1
Devonshire Infant Academy	CCD	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	5	100%		0
Devonshire Junior Academy	CCD	100%	80%	80%	80%	80%	100%	100%	100%	100%	120%	120%	120%	5	98%		-1
Ferndale Primary	CCD	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	10	100%		0
Galton Valley Primary	MLD	90%	100%	100%	100%	100%	90%	90%	90%	100%	100%	100%	100%	10	97%		0
Grace Mary Primary	CCD	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	8	100%		0
Great Bridge Primary	CCD	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	8	100%		0
Hargate Primary	HI	76%	76%	76%	76%	76%	71%	71%	71%	76%	76%	76%	76%	17	75%		4
Hargate Primary	SEMH	No FP	No FP	No FP	No FP	No FP	0%	0%	0%	20%	20%	20%	20%	5	11%	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%	70%	70%	70%	70%	10	53%	2 places are reserved pending finalisation of EHCPs & start dates	3
Springfield Primary	CCD	88%	88%	88%	88%	88%	75%	75%	75%	75%	75%	75%	75%	8	80%	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	43%	2 places are reserved pending finalisation of EHCPs & start dates	2
Uplands Manor Primary	SLCN	75%	75%	75%	75%	75%	50%	63%	63%	63%	63%	63%	63%	8	67%	2 places are reserved pending finalisation of EHCPs & start dates	3
Bristnall Hall High	CCD	96%	96%	96%	96%	96%	96%	96%	96%	96%	96%	96%	96%	25	96%		1
St Michaels C.E High	PD	100%	100%	100%	100%	100%	95%	95%	95%	95%	95%	95%	95%	20	97%		1
St Michaels C.E High	CCD	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	5	100%		0
Wodensborough Ormiston Academy	HI	100%	100%	100%	100%	100%	80%	80%	80%	80%	80%	80%	80%	5	88%		1
Wodensborough Ormiston Academy	CCD	92%	83%	83%	92%	92%	117%	117%	117%	117%	125%	125%	125%	12	107%	Occupancy greater than commissioned places. Additional places to be commissioned. 25 Places from 01/11/2019	-3
<b>Total Occupancy</b>		<b>87%</b>	<b>87%</b>	<b>87%</b>	<b>88%</b>	<b>88%</b>	<b>85%</b>	<b>86%</b>	<b>87%</b>	<b>89%</b>	<b>90%</b>	<b>90%</b>	<b>90%</b>	<b>186</b>	<b>88%</b>		
<b>Total Vacancies</b>		<b>13%</b>	<b>13%</b>	<b>13%</b>	<b>12%</b>	<b>12%</b>	<b>15%</b>	<b>14%</b>	<b>13%</b>	<b>11%</b>	<b>10%</b>	<b>10%</b>	<b>10%</b>				

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

**2018/2019  
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	Annual Average % Occupancy	Places Available	Notes	Vacant Places @ March
Meadows	99%	99%	100%	99%	99%	111%	110%	110%	111%	110%	110%	110%	106%	151		15 Places Over
Orchard	101%	101%	101%	101%	101%	101%	101%	101%	101%	101%	101%	101%	101%	145		1 Place Over
Shenstone	90%	94%	95%	95%	96%	84%	88%	90%	98%	96%	99%	99%	94%	80		1
Westminster	100%	101%	100%	101%	101%	104%	104%	104%	105%	105%	105%	105%	103%	189		10 Places Over
Total Occupancy	99%	99%	99%	99%	100%	102%	102%	103%	104%	104%	104%	104%	102%	565		1
Total Vacancies	1%	1%	1%	1%	0%	0%	0%	0%	0%	0%	0%	0%				

**2018/2019  
PUPIL REFERRAL UNIT (PRU) AVERAGE OCCUPANCY TABLE**

	% April	% May	% June	% July	% August	% September	% October	% November	% December	% January	% February	% March	Annual Average % Occupancy	Places Purchased	Notes	Vacant Places @ March
Primrose PRU	120%	136%	128%	124%	100%	104%	100%	100%	80%	72%	68%	68%	100%	25		8
Community School	91%	99%	99%	99%	61%	53%	56%	66%	66%	67%	74%	77%	76%	180		42
Total Occupancy	95%	103%	103%	102%	65%	60%	61%	70%	68%	67%	73%	76%	79%	205		50
Total Vacancy	5%	-3%	-3%	-2%	35%	40%	39%	30%	32%	33%	27%	24%				

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

## Agenda Item 8

### Schools Forum

17 June 2019

### SPECIAL EDUCATIONAL NEEDS HIGH NEEDS BLOCK 2019/20 BUDGET

This report is for Information

#### 1. Recommendations:

That Schools Forum members:

- 1.1 Note the contents of the report in relation to the 2019/20 HNB Grant Budget.

#### 2. Purpose

- 2.1 To provide schools forum with the HNB 2019/20 Budget Information.

#### 3. HNB Budget 2019/20

- 3.1 The current HNB Grant for 2019/20 is £40.698m. The Final Grant for 2018/19 was £38.469m. This equates to an increase of £2.229m.
- 3.2 Table 1 shows the variance between the 2018/19 HNB Grant final settlement and the 2019/20 initial settlement.

**Table 1 HNB Grant Comparison 2018/19 to 2019/20**

	<b>£000</b>
Original Settlement 2018/19	37,609
Additional allocation over 2 years 1 <sup>st</sup> year	851
Actual Grant adjustment	9
<b>TOTAL HNB Grant 2018/19</b>	<b>38,469</b>

Additional allocation over 2 years 2 <sup>nd</sup> year	851
Post 16 adjustment special schools	393
Increase in Special School & academies 41 Places	165
Net increase due to NFF* Allocation/ Import & Export adjustment and HN place deductions	820
<b>TOTAL HNB Grant 2019/20</b>	<b>40,698</b>

\*NFF – National Funding Formula

### 3.3 The £2.229M increase includes:-

- £0.851m, which is the second-year allocation of the £1.702m additional grant announced in 2018/19 and is not ongoing unless further allocations are announced.
- £0.393m relating to post 16 places for the period 1/9/19-31/3/20 for Special Schools which was previously deducted from LA HNB Grants and passported separately to the relevant schools. From 1/9/19 this will no longer be deducted but it will need to be passed to the special schools through delegation, so the impact of this adjustment is a nil impact to the Grant. In 2020/21 a further adjustment of £0.197m will be made for the period 1/4/2020-31/8/2021.
- £0.165m for an increase in Special School and Academies of 41 places.
- £0.820m net increase due to authority benefitting from the full impact of the High Needs national funding formula, which also includes the increase in the population of 2-18 year olds in Sandwell (See Table 2); the import/export adjustment and the High Needs place deductions for academies and FE institutions. Their place funding is included in the LA's initial DSG allocation and then deducted by the ESFA so that it can pay the funding direct.

## 4. Pupil Population data

4.1 Table 2 shows the pupil population (2-18 Years) for 2017/18, 2018/19 and the estimate for 2019/20 and the Alternative Provision Census data January 17 to January 18.

- 4.2 The January 2019 provisional Alternative Provision Census data is reporting a large increase following extensive work to make sure that any pupil in an AP setting during the relevant date parameters, were recorded correctly on the data base.

**Table 2 Shows a breakdown of the pupil population**

<b>Description</b>	<b>Pupil Population</b>	<b>% Increase</b>
2017/18	75,357	
2018/19	76,440	1.44
2019/20	77,397	1.25
<b>Alternative Provision Census</b>		
January 2017 Snap shot as at 19/1/17	36	
January 2018 19/1/17-18/1/18	60	66.6
January 2019 Provisional 19/1/18-17/1/19	463	671.6

**5. HNB 2019/20 Budget Allocations**

- 5.1 Table 3 shows the analysis of the 2019/20 HNB Allocation

**Table 1 - HNB 2019/20 Budget Allocations**

<b>Budget Heading</b>	<b>Budget 2019/20 £000</b>
1) Out of Borough Placements	4,209
2) Pupil Top Up Funding	19,649
3) Place Funding	8,810

4) Hospital PRU	993
5) SEN Support Services	1,040
6) Support for Inclusion	2,739
7) Alternative Provision	1,400
7) SEN Developments	615
8) Other SEN Funding	1,184
9) Exclusions & Reintegration	59
<b>Total HNB Grant 2019/20</b>	<b>40,698</b>

## 6. Current Budget Pressures

- 6.1 It is assumed that most expenditure lines will outturn at the anticipated budget as it is too early in the monitoring period to accurately predict any under or over spends. However, the expenditure on the Alternative Provision line is forecast to overspend which could result in an overall deficit on the HNB of approximately £0.500m.

## 7. Recommendations

- 7.1 That Schools Forum note the contents of the report in relation to the HNB Grant Budget 2019/20.

Date: 07/06/2019 Contact Officer: Chris Ward Tel No: 0121-569-8338
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## Agenda Item 9

### Schools Forum

17<sup>th</sup> June 2019

### Early Years Block Outturn 2018/19

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 members on actual expenditure incurred for the Early Years Block in 2018/19.

#### 3. Report Details

- 3.1 The Early Years Block allocation for 2018/19 was £23.540m. The actual grant allocation income received was £23.441m because of an early adjustment; the net effect of which was £0.099m.
- 3.2 Table 1 below details the actual expenditure incurred during 2018/19 regarding the use of the Early Years Block.

**Table 1 – Early Years Block**

<b>Service Area</b>	<b>Budget 2018/19 £,000</b>	<b>Actual Expenditure £,000</b>	<b>Variance £,000</b>
Early Years Contingency	0	1,207	1,207
Early Learning 2-year olds	4,328	4,807	479

Marketing & Support	51	52	1
Capacity Building	100	0	(100)
Early Years - PVI	9,210	9,091	(119)
Early Years - Schools	8,039	8,039	0
EY – Pupil Premium	219	215	(4)
SEN Inclusion Fund	480	480	0
Disability Access Fund	77	23	(54)
Central Services	937	870	(67)
<b>Total</b>	<b>23,441</b>	<b>24,784</b>	<b>1,343</b>

3.3 The DfE will adjust the 2019/20 allocation based on the January 2019 Early Years Census figures. The DfE normally notify the authority of this adjustment in the month of July.

#### 4. **Recommendations**

That Schools Forum

4.1 Note the contents of the report.

Rosemarie Kerr, Principal Accountant – Schools

Date: 11/06/2019

Contact Officer: Rosemarie Kerr

Tel No: 0121 569 8318



## Agenda Item 10

### Schools Forum

17<sup>th</sup> June 2019

### Central Schools Service Block, Centrally retained & De – delegated Budgets Outturn 2018/19

This report is for information

#### **1. Recommendations:**

That Schools Forum members:

- 1.1 Note the contents of the report.
- 1.2 Be advised that a further report will be taken to the School Forum meeting on 23<sup>rd</sup> September 2019 which will set out the impact of the de-delegated budget expenditure with recommendations on the use of any carry forwards.

#### **2. Purpose**

- 2.1 To inform members on actual expenditure incurred for the Central School Services Block, centrally retained and the de-delegated budgets in 2018/19.

#### **3. Report Details**

- 3.1 The reports details the actual expenditure incurred during 2018/19 regarding the use of the Central School Services Block and the de-delegated budgets.

**Table 1 – Central School Services Block**

<b>Service Area</b>	<b>Budget 2018/19 £,000</b>	<b>Actual Expenditure £,000</b>	<b>Variance £,000</b>
School Forum	3	0	(3)
Pension Administration	264	264	0

Stat/Regulatory/Education Welfare/Asset Mgt	926	830	(96)
Admissions & Appeals	453	453	0
Copyright Licenses*	297	297	0
<b>Total</b>	<b>1,943</b>	<b>1,844</b>	<b>(99)</b>

\*Copyright Licenses costs are paid for directly by the DfE and the amount paid to the authority is adjusted accordingly.

- Pupil Number Growth Funding**
- 3.2 The Pupil number growth allocation agreed by Schools forum was £2.269m. The DfE make an adjustment for pupil number growth funding paid to academies for the period April to August of the previous financial year. The academies adjustment for 2018/19 was £0.150m giving total funding available of £2.419m.

**Table 2 – Pupil Number Growth Funding**

<b>Service Area/budget Description</b>	<b>Budget 2018/19</b>	<b>Actual Expenditure</b>	<b>Variance</b>
	<b>£,000</b>	<b>£,000</b>	<b>£,000</b>
Pupil number growth	2,419	2,503	84

- 3.3 De-delegated Budgets

**Table 3 – De-delegated Budgets**

<b>Service Area</b>	<b>Budget 2018/19</b>	<b>Actual Expenditure</b>	<b>Variance</b>
	<b>£,000</b>	<b>£,000</b>	<b>£,000</b>
Special Advisory Teachers	414	414	0
Preventing Primary Exclusion	153	153	0
Health & Safety Licenses	24	45	21
Evolve Annual License	6	0	(6)
Union Facilities Time	202	166	(36)
School Improvement	100	100	0
<b>Total</b>	<b>899</b>	<b>878</b>	<b>(21)</b>

**4. Recommendations**

That Schools Forum

4.1 Note the contents of the report.

4.2 Be advised that a further report will be taken to the School Forum meeting on 23rd September 2019 which will set out the impact of the de-delegated budget expenditure with recommendations on the use of any carry forwards.

Rosemarie Kerr, Principal Accountant – Schools

Date: 11/06/2019

Contact Officer: Rosemarie Kerr

Tel No: 0121 569 8318

**Resources**

Circular 77/19 – 14 May 2019 (Page 1 of 1)




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**Information ... Information ... Information ... Information ... Information**


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<b>FROM</b>	<b>Rosemarie Kerr, Principal Accountant Schools Strategic Finance Unit</b>	<b>Priority 2</b>
<b>TO</b>	<b>Head Teachers, Principals and Finance Officers of Maintained Schools</b>	
<b>CC</b>		
<b>STATUS</b>	<b>For information</b>	<b>ACTION BY</b>
<b>CIRCULAR REFERENCE</b>	<b>77</b>	<b>ISSUE DATE</b>
		<b>Tuesday 14 May 2019</b>

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## Schools' closedown 2018-2019

The Schools Strategic Finance Unit wish to express our appreciation and our thanks to head teachers, their staff and budget officers for working with the authority by submitting their school closedown packs the day after completion to meet the tighter closedown deadlines set.

It enabled the Schools Strategic Finance Unit to resolve issues at an earlier stage and complete the required work in a timely fashion.

We look forward to your continued support for the year ahead.

If you have any queries, please contact [schools\\_financialservices@sandwell.gov.uk](mailto:schools_financialservices@sandwell.gov.uk)

## Agenda Item 12

### Schools Forum

17<sup>th</sup> June 2019

### Schools in Financial Difficulties – Application – Rounds Green Primary School

**This report is for decision**

#### **1. Recommendations:**

That Schools Forum members:

- 1.1 Accept the contents of the report and agree representatives for the sub – committee to consider the application for funding from Rounds Green Primary School and a recommendation is to be brought back to the next school Forum meeting for consideration.

#### **2. Purpose**

- 2.1 To agree sub- committee representatives to consider applications made for funding from the De-delegated budget “Schools in financial difficulty budget”.

#### **3. Report Details**

- 3.1 An application has been received from Rounds Green Primary School who are seeking funding towards their deficit position. (Please refer to Appendix 1)
- 3.2 The school has met the initial criteria to be considered for funding and a sub- committee needs to be set up to review and consider the application.
- 3.3 The Sub-committee needs to consist of the following representatives:
  - 2 primary school headteachers
  - 2 secondary school headteachers

- LA Finance officer
- LA School Improvement Officer

#### **4. Recommendations**

##### 4.1 That Schools Forum

Accept the contents of the report and agree representatives for the sub – committee to consider the application for funding from Rounds Green Primary School and a recommendation is to be brought back to the next school Forum meeting for consideration.

Rose Kerr – Principal Accountant; Schools

Date: 11/06/2019

Contact Officer: Rose Kerr

Tel No: 0121 569 8318

## Agenda Item 12 - Appendix 1

### SCHOOLS IN FINANCIAL DIFFICULTIES – APPLICATION FORM

School Name	<b>ROUNDS GREEN PRIMARY SCHOOL</b>
Chair of Governors	MR GEORGE CRAIG
Chair of GB Finance	These are both dealt with under our Provisions Committee; Chair of which is George Craig
Chair of GB Staffing	
Overview of reasons why the school is applying for support	<ul style="list-style-type: none"> <li>- School have been funding two headteachers since September 2017 and the situation remains unresolved.</li> <li>- Staffing structure that was in place originally was unsustainable going forwards.</li> <li>- A legacy of finance not being used effectively to support the quality of learning and teaching.</li> <li>- NLG support being funded through school budget.</li> </ul>
Budget final out turn figure 2018/19	<b>-£296,200</b>
In year deficit 2018/19	<b>-£295,657</b>
List action already undertaken in 2018/19 to reduce in year deficit	<p>In the context of a legacy of inadequate provision, striving to improve this provision and get the school out of Special measures (achieved in April this year) has been done in the context of always trying to ensure that action is taken to ensure that school has a viable financial future.</p> <p>In summary, to date, school has reduced the staffing structure by removing the following:</p> <ul style="list-style-type: none"> <li>- 3 Leadership posts</li> <li>- 1 x HLTA</li> <li>- 1 x Business Manager</li> <li>- 5 x TLR responsibilities</li> <li>- Eradicated unqualified teacher roles and replaced with LSA's where additional support is needed</li> <li>- Reduced LSP posts and replaced with LSAs wherever possible.</li> </ul> <p>School has also managed without a DHT since Jan 2019 to save money for two terms and whilst an appointment</p>

	<p>process was in place to secure a suitable candidate from September 2019.</p> <p>When looking at our increasing budget deficit, it would be easy to assume that this has been caused by financial mismanagement; although this is not the case. School has taken action to reduce expenditure that is within its control, whilst doing this at a rate that has been appropriate to not de-stabilise and further compromise a school that has been in significant difficulty. The main cause of school being in deficit is not in the control of the Interim Headteacher.</p>
<p>List further action and savings required to return to a balanced budget position within three years</p>	<ul style="list-style-type: none"> <li>- Make redundancies; 2 posts</li> <li>- Continue to consider 'cheaper' appointments when staff leave; e.g. NQTs to replace more experienced teachers</li> <li>- Continue to work with finance officer and Governors to apply principles of 'Best value' to all aspects of the budget.</li> </ul> <p>The implications and risks associated with these cuts have been detailed in a deficit recovery plan submitted to the LA in February of this year.</p>
<p>Funding Support Requested (Amount £)</p>	<p><b>£125,000</b></p>
<p>How will the support funding be used and what will be the impact of the funding?</p>	<ul style="list-style-type: none"> <li>- Funding will be used to clear some of the budget deficit, thus relieving some of the pressure on school and on leadership.</li> <li>- School will then be able to adjust deficit recovery plan and identify the priorities for action to ensure that school manages to set a balanced budget within 3 years.</li> </ul>



**Schools Forum**

**17<sup>th</sup> June 2019**

**DfE Consultations and updates**

**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 Department for Education (DfE) consultations currently seeking.

**3. Links to School Improvement Priorities**

- 3.1 The recent increase in pupil population alongside a proportionate increase of pupils with complex educational needs has placed significant pressure on High Needs Block funding and on school budgets in general. At the same time, funding settlements for schools have not matched inflationary and staffing cost pressures. In order to sustain services and assist schools in providing the right level of support for children in all types of schools the identification of additional funding is essential. We would recommend that all schools participate in DfE budget consultations and take advantage of DfE support to seek best value from the resources available.

**4. Report Details**

**Funding for SEND and those who need Alternative Provision:  
Call for evidence.**

- 4.1 In December 2018, the (DfE) announced their intention to hold a call for evidence on the current funding arrangements for those with special educational needs (SEN), those with disabilities, and

those who require alternative provision or are at risk of exclusion from school. The deadline for responses is 31<sup>st</sup> July 2019.

4.2 The DfE are aware of concerns about the funding allocated for young people with special educational needs and disabilities (SEND) in England and are looking carefully at how much overall funding will be needed in future years. This call for evidence is an invitation to consider other aspects of the funding arrangements that:

- could be changed to help local authorities, schools, colleges and other providers in their support for young people with SEND, those requiring alternative provision (AP) and those at risk of exclusion from school, and
- may not be helping the DfE get the most value from the resources available.

4.3 The DfE have also asked the Council for Disabled Children to organise a small number of workshops across the country, so that they can discuss the themes in this call for evidence in greater detail. You can register your interest to attend one of these events, at [senfinancialevnts@ncb.org.uk](mailto:senfinancialevnts@ncb.org.uk), giving your name, role, organisation and email address. They will send you information about the events as soon as it is available.

4.4 The call for evidence is for:

- Local authorities
- Schools and colleges
- Any other interested organisations and individuals

4.5 The DfE have issued the document “Call for evidence on SEND & AP funding” (Appendix 1) and ask that this is read before completing the online questionnaire.

**Information: Department for Education (DfE) funded governance professional development programmes**

4.6 The DfE are encouraging leaders and clerks of governing bodies to sign up for academy and school governance professional development programmes.

- 4.7 The governance leadership programme aims to build the capacity of governance leaders. It is available to those in governance roles including chairs, vice chairs or committee chairs.
- 4.8 There is a standard rate offer worth £500 per eligible participant. Boards governing multiple schools and some boards in opportunity areas could attract funding worth £2,000.
- 4.9 The clerking programme aims to professionalise clerking so governing boards receive effective administration, advice and support. Experienced or newly appointed clerks are eligible as long as they currently support at least one board.
- 4.10 There are 7 providers delivering this training across the country. Each provider's offer, including the duration of the programme, may be different so boards should consider which would best suit their requirements.

### **School Resource Management Advisors**

- 4.11 The DfE wrote to the authority in April 2019, about the support they could provide for the LA's Work to improve the financial health of maintained schools. This includes the deployment of School Resource Management Advisers (SRMAs), which will be some funded SRMA support to supplement financial oversight and improvement work with schools.
- 4.12 SRMAs are sector experts who can work with local authority staff and schools to provide tailored advice on how to make best use of schools' revenue and capital resources to deliver educational outcomes. The DfE state that "Local authorities that have worked with SRMAs have told us they valued their independent advice. They have used this advice to help other maintained schools to identify ways to redirect their resources."

## **5. Recommendations**

That Schools Forum

- 5.1 Note the contents of the report

Rosemarie Kerr, Principal Accountant – Schools

Date: 11/06/2019

Contact Officer: Rosemarie Kerr

Tel No: 0121 569 8318