

# Agenda Schools Forum

**Monday, 16 January 2023 at 2.30 pm  
in the Council Chamber - Sandwell Council House, Oldbury**

**1 Apologies for Absence**

To receive any apologies for absence.

**2 Declarations of Interest**

Members to declare any interests in matters to be discussed at the meeting.

**3 Minutes**

11 - 18

To confirm the minutes of the meeting held on 12 December 2022 as a correct record.

**3.1 Named Substitution Appointment**

To note the following named substitution: -

- M Salter as named substitute for S Bailey

**4 Dedicated School Grant Allocations and Draft School Budgets 2023/24**

19 - 26

Schools Forum to note the report and approve the Capping and Scaling limits.



5 **Pupil Number Growth Funding and Pupil Number Growth - Additional Needs Funding - Up to March 2023** 27 - 30

Schools Forum to note the Pupil Number Growth funding for 2022-23 and the effects of the overspend on the 2023-24 Budget and approve the additional needs funding for each school as set out in the report.

6 **Schools Closedown 2022/23 Timetable** 31 - 32

Schools Forum to note the report.

7 **Special Educational Needs High Needs Block 2022/23 November 2022 Monitoring Report** 33 - 38

Schools Forum to note the report.

8 **AOB** 39 - 40

Schools Forum to note the confirmation of 2022/23 DSG Allocation.  
Also to note the Fair Funding Scheme Consultation.

**Kim Bromley-Derry CBE DL**  
**Managing Director Commissioner**  
Sandwell Council House  
Freeth Street  
Oldbury  
West Midlands

**Distribution**

N Toplass (Chair)

M Arnull, J Barry, S Baker, J Bailey, D Barton, E Benbow, K Berdesha,  
L Bray, D Broadbent, C Handy, D Irish, W Lawrence, S Mistry, E Pate,  
B Patel, D Steen, J Topham and Union

Contact: [democratic\\_services@sandwell.gov.uk](mailto:democratic_services@sandwell.gov.uk)

## Schools Forum Distribution to Members:

<b>Body / Number of positions on Forum</b>	<b>Nominated Member</b>	<b>Nominated Substitute</b>
<b>Head Teachers Advisory Forum – Maintained Primary Schools (5)</b>	Ms S Baker Mr J Barry Ms W Lawrence Vacancy Mrs S Mistry	L Paino A Connop S Penny Nomination awaited K Duff
<b>School Governors – Maintained Primary Schools (3)</b>	Mrs D Steen Mrs E Benbow Mr B Patel	Nomination awaited Nomination awaited Nomination awaited
<b>Head Teachers Advisory Forum – Maintained Secondary Schools (1)</b>	Christina Handy-Rivett	M Smith
<b>School Governors – Maintained Secondary Schools (2)</b>	Mrs D Broadbent Vacancy	Nomination awaited Nomination awaited
<b>Academies (4)</b>	Ms L Bray Mr D Irish Mr M Arnall Mr J Topham	Nomination awaited Nomination awaited Nomination awaited Nomination awaited
<b>Head Teachers Advisory Forum – Special School (1)</b>	Mr N Toplass (Chair)	Nomination awaited
<b>Trade Union (1)</b>	Mr. D Barton	Phil Jones
<b>Early Years Partnership (1)</b>	M E Pate	Nomination awaited
<b>14-19 Provider (1)</b>	Ms J Bailey	M Salter
<b>Pupil Referral Unit (1)</b>	Ms K Berdesha	Ms K Hazelwood

**Schools Forum: Voting Blocks (Who can vote and on what?)**

<b>Secondary Maintained Block</b>	<b>Voting</b>
	Can vote on all business except primary school de-delegation.
<b>Headteachers</b>	
J Christina Handy-Rivett	
<b>Governors</b>	
Mrs D Broadbent	
Vacant	

<b>Primary Maintained Block</b>	<b>Voting</b>
	Can vote on all business except secondary school de-delegation.
<b>Headteachers</b>	
Sally Baker	
Jamie Barry	
Vacancy	
Wendy Lawrence	
Seema Mistry	
<b>Governors</b>	
Ms L Howard	
Mrs E Benbow	
Mr B Patel	

<b>Special Block</b>	<b>Voting</b>
Neil Toplass	Can vote on all business except primary and secondary school de-delegation and education functions.

<b>Academies Block</b>	<b>Voting</b>
James Topham (Secondary)	Can vote on all business except primary and secondary school de-delegation and education functions.
Dave Irish (Secondary)	
Mark Arnall School Appeal Panel Member Training N(Secondary)	
Lucy Bray (Primary)	

## Schools Forum: Voting Blocks (Who can vote and on what?)

### Continued...

<b>Pupil Referral Unit</b>	<b>Voting</b>
Kuldip Berdesha	Can vote on all business except primary and secondary school de-delegation and education functions.

### **NON-SCHOOL MEMBERS**

<b>Early Years Partnership</b>	<b>Voting</b>
Emma Pate	Can vote on all business except primary and secondary school de-delegation and education functions.

<b>Trade Union</b>	<b>Voting</b>
Darren Barton NUT	Can vote on all business except primary and secondary school de-delegation and school funding formula.

<b>16-19 Provider</b>	<b>Voting</b>
Jane Bailey	Can vote on all business except primary and secondary school de-delegation and school funding formula.

## **Schools Forum: Quorum**

- (a) A meeting will only be quorate if 40% of the total active membership is present (Voting Members Only). Where a nominated substitute member is in attendance on behalf of a duly appointed member, he/she shall be included in the number of persons present for the purposes of determining if a quorum has been achieved.
- (b) If the meeting is inquorate, it will be able to proceed but cannot legally take decisions (E.g. Election of a Chairperson, or a decision relating to funding conferred by the funding regulations). An inquorate meeting can respond to authority consultation and give views to the authority. The authority can take account of such views

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## Minutes of Schools Forum

**Monday 12 December 2022 at 2.30pm**  
**in the Council Chamber, Sandwell Council House, Freeth Street,**  
**Oldbury**

**Present:** N Toplass (Chair).  
E Benbow, J Topham, W Lawrence, J Barry, D Irish, S  
Baker, K Duff, J Baily and L Bray

**Officers:** A Asimolowo, M Tallents, A Timmins, E Taylor, V White and  
C Robinson

**58/22 Apologies:**

Apologies were received from S Mistry and M Arnull

**59/22 Declarations of Interest**

No declarations of interest were made.

**60/22 Minutes**

**Agreed** that the minutes of the meeting held on 7<sup>th</sup>  
November 2022 be approved as a correct record.

**61/22 Appoint to the Vacant position of Vice-Chair**

No nominations had been received – J Barry indicated he  
was to be re-appointed.

**Resolved** J Barry appointed as Vice-Chair of School  
Forums

**62/22 Approve Named Substitutions**

**Resolved** that the named substitutes be approved:

- L Paino as named substitute for S Baker
- S Penny as named substitute for W Lawrence
- A Connop as named substitute for J Barry
- K Duff as named substitute for S Mistry

## 63/22 Schools Funding Consultation 2023-24 – Response Results

Schools Forum considered the recommendations of the responses to the proposals outlined in the Schools Funding Consultation 2023-24.

The 2023-24 Schools Funding Consultation was issued electronically to schools on 11 November 2022 and contained seven questions.

The decisions of the Forum defined the budget setting processes for all schools and academies within the borough for the next financial year. The process would assist schools in preparing strategic plans, ensuring schools are able to create viable budget, staffing and curriculum plans.

The responses to the consultation was similar to previous years however there was a decline in the number of secondary engagement.

Previous engagement was noted by the Forum:

	Primary	%	Secondary	%	TOTAL	%
<b>2020-21</b>	56/94	60%	9/18	50%	65/112	58%
<b>2021-22</b>	60/95	63%	10/20	50%	70/115	61%
<b>2022-23</b>	43/94	46%	10/20	50%	53/114	47%
<b>2023-24</b>	55/94	59%	6/20	30%	61/114	54%

Meetings had been held to explain the overriding principles contained within the consultation with the following stakeholders:

- Joint Executive Group – 10 November 2022
- Secondary Partnership – 17 November 2022
- Joint Union Panel – 22 November 2022
- Q&A Teams meeting – 23 November 2022
- Primary Partnership – 24 November 2022
- Association Sandwell Governing Bodies – 30 November 2022

Local Authorities had been directed to move closer to the National Funding Formula and it was advised that the amounts stipulated in the 2023-24 modelling options be treated cautiously.

There had been six large assumptions noted within the modelling options in question one which Forum noted would make it very difficult to give any certainties over funding for 2023-24. The assumptions were noted as:

- The modelling assumed a growth fund of £1.664m
- The modelling assumed £0.375m transfer of funding from the schools block to the Central Schools Services block
- The modelling included 2 brand new factors and removed a factor from 2022-23.
- The data supplied was on October 21 census data
- The SSG grant would be rolled in to DSG for 2023-24
- The £322m September funding used to model the figures is likely to be higher (based on past results and the announcement to increase school budgets by £2.3billion).

An enquiry was received concerning the figure used in model option 1 and 2 for the 10%/20% tightening of the EAL factor for the Primary Sector. The figure it was explained was not an error, but it was enforced by the DfE APT modelling tool and it was not possible to change this. Sandwell had been using EAL 2 for Primary Schools in previous years whereas the NFF (and DfE) had recommended that councils use EAL 3 (which roughly 2/3<sup>rd</sup> of EAL 2). If the move to NFF was not compulsory, the council could have continued to use EAL 2 but with the move to NFF, there was no option but to use EAL 3. A suggestion to re-model and manipulate the Free Schools Meals factor to “compensate” for had been dismissed. As a result of the enquiry it was agreed to extend the deadline for responses from 1 December at 12 noon to 5 December at 5pm

Schools Forum considered the recommendations.

### **Question 1**

What option do you prefer to use for calculating schools funding in 2023-24?

The consultation noted three responses:

- minimum transition
- accelerated transition
- NFF factor values

Of the overall responses 82% had voted for Minimum Transition, 10% had voted for Accelerated Transition and 8% had voted for National Funding Formula Factor Values.

Concerns were raised regarding the way the consultation had been presented, advising some members felt left out without explanation and they were previously told further modelling would be presented that had not been. It was also questioned why the free schools meals factor had been dismissed.

In response Forum was advised that only the EAL factor met the description, there was the option to use substitute factors and the government was trying to move the formula forward.

It was expected that the Council would move towards NFF, but details would be questioned. There was no issue around EAL, but there remained some concerns around the formula. The Council had been advised that no school should lose funding they are entitled to due to errors with the formula. It was hoped that Forum members would be informed in January 2023 of the proposed budget.

#### Vote

#### **Unanimous votes for Minimum Transition**

##### **Resolved that:-**

The Minimum Transition be the preferred to use for calculating schools funding in 2023-24?

The Chair raised concerns regarding the figures with regards to EAL and was advised that these concerns would be raised at the next briefing with Cllr Hackett.

## Question 2

Please indicate the option you prefer to use for calculating pupil number growth fund?

The consultation noted two possible responses:

- Maintaining the current criteria
- Utilise B/F funds

While 70% voted for Utilise Brought Forward Funds, 30% voted for Maintaining the current criteria.

Forum members questioned the impact of falling school rolls and the challenges it was presenting to schools. Members were advised that the Council was working with schools to actively reduce PAN due to falling numbers, and that there was ongoing engagement with schools to address areas where numbers are falling.

Forum members questioned why the issue of falling rolls had not been put forward for consideration sooner, members were disappointed that a further year would possibly need to pass before the issue could be addressed and instead wanted it to be considered as a matter of urgency.

Forum members requested that a Working Group be established to investigate the increasing challenges faced by schools due to the falling school rolls.

### Vote

### **Unanimous votes for Utilise Brought Forward Funds**

**Resolved** that:-

- (1) The Utilise Brought Forward Funds option be the preferred to use for calculating pupil number growth fund?
- (2) Schools Forum establish a Working Group to investigate school rolls and the increasing impact of reduced roll admissions.

### Question 3

Do you agree to the top slice of the schools block to fund the attendance team from the CSSB block?

Schools were asked to respond Yes or No.

The Yes vote received 72% of the vote while 28% voted No.

Vote

**Unanimous votes for agreeing to the top slice of the schools block to fund the attendance team from the CSSB block**

**Resolved that:-**

the top slice of the schools block be used to fund the attendance team from the CSSB block

### Question 4

Please indicate the option you prefer for the attendance service.

There were two possible options for consideration:

- Intermediate service
- Enhanced service

Of those who voted 66% voted for Intermediate Service, while 34% had voted for the Enhanced Service.

Vote

**7 votes for Intermediate Service**

**2 votes against Intermediate Service**

**Resolved that:-**

The Intermediate Service be the option for the attendance service.

### Question 5

Please indicate if you agree with the CSSB funding Proposals?

Respondents had been asked either Yes or No to the proposals:

CSSB1 – Statutory & Regulatory /Welfare and Asset Man (56 Yes – 5 No)



CSSB2 - Admissions Service (58 Yes – 3 No)  
CSSB3 - Historical Commitment Pensions Administration (52 Yes – 9 No)  
CSSB4 - Schools Forum (57 Yes – 4 No)

Vote

**Unanimous votes in favour to all the proposals**

**Resolved** that:-

The CSSB funding Proposals be approved as above.

### **Question 6 (maintained sector only)**

Please indicate if you agree with the De-delegated and Education Functions Proposals?

Respondents had been asked either Yes or No to the proposals:

DD1 - Health & Safety Licences (48 Yes – 1 No)  
DD2 – EVOLVE (48 Yes – 1 No)  
DD3 - Union Facilities Time (32 Yes – 17 No)  
DD4 - School Improvement (41 Yes – 8 No)  
DD5 - Schools in Financial Difficulty (34 Yes – 15 No)

Vote

**Unanimous votes in favour to all the proposals**

**Resolved** that:-

The De-delegated and Education Functions Proposals be approved as above.

### **Question 7 (maintained sector only)**

Please indicate if you agree with the De-delegated and Education Functions Proposals?

Respondents had been asked either Yes or No to the proposals:

EF1 - Education Benefits Team (46 Yes – 3 No)  
EF2 - Children's Clothing Support Allowance (46 Yes – 3 no)

**5 votes in favour to all the proposals**

**Resolved** that:-

The De-delegated and Education Functions Proposals be approved as above.

64/22

**AOB**

Forum members raised concerns regarding SEND top-up funding for pupils who required additional support. The Council stated that Schools Forum has agreed previously following a consultation that funding would not be increased for individual cases and instead it must be for all schools and all children.

Forum members raised concerns that EHCP provision was unable to be met due to funding constraints and highlighted the challenges that a funding gap creates. While Forum members accepted that a consultation had taken place in years previous, additional challenges now required a fresh look in new circumstances.

The Council confirmed that they are in contact with the DfE regarding the budget and funding and stated that Sandwell was one of only a few regions that are not in deficit.

Forum members requested that a Working Group be established to consider the Top-Up funding related available to schools to deal with increasing budget pressures.

**Resolved** that:-

Schools Forum establish a Working Group to consider the Top-Up funding available to schools to deal with increasing budget pressures.

Schools Forum thanked Andrew Timmins who was leaving Sandwell Council for all his support over the years and wished him well for the future.

Meeting ended 3:55pm

Contact: [democratic\\_services@sandwell.gov.uk](mailto:democratic_services@sandwell.gov.uk)

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## Schools Forum

16 January 2023

### Dedicated School Grant Allocations and Draft School Budgets 2023/24

**This report is for approval**

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

That Schools Forum members:

- 1.1 Note the contents of the report
- 1.2 Note the announcement of the Mainstream Schools Additional Grant - MSAG
- 1.3 Note the update on the EAL factor
- 1.4 Note 2023/24 Schools Block Allocation
- 1.5 Approve the Capping and Scaling limits

#### **2. Purpose**

- 2.1 To inform Schools Forum members of the funding allocations for the Dedicated Schools Grant (DSG) and the draft school budget information for 2023/24 in accordance with recommendations and decisions voted at the last schools forum meeting (12<sup>th</sup> December 2022). The budget information may change, subject to approval from the Department of Education (DfE) and/or decisions that will be taken at Cabinet on 18<sup>th</sup> January 2023.

#### **3. Links to School Improvement Priorities**

- 3.1 The report allows school governing bodies and academy boards to start their financial planning for 2023/24 and to make appropriate structural and educational adjustments to meet the needs of young people within the constraints of their resource allocations.

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**4. Report Details**

**DSG Allocations 2023/24**

4.1 The Department for Education (DfE) have announced the DSG allocations for 2023/24 and the table below details the allocations by block.

<b>DSG Block</b>	<b>Allocation prior to Adjustments</b>	<b>Adjustments</b>	<b>Allocation after adjustments</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>
Schools Block	325.898	(2.716)	323.182
Central School Services	2.306	0	2.306
High Needs	71.519	(3.782)	67.737
Early Years	25.823	0	25.823
<b>Total</b>	<b>425.546</b>	<b>(6.498)</b>	<b>419.048</b>

4.2 In addition to the main DSG, the government also announced additional DSG allocation of £11.021m (called Mainstream Schools Additional Grant - MSAG)<sup>1</sup> payable to mainstream schools. This replaces the School Supplementary Grant paid to schools in 2022/23. The distribution methodology and schools level allocation will be announced in May 2023.

4.3 A comparison of the funding and the pupils from 2022/23 to 2023/24 is shown below:

<b>DSG Block (After Adjustments)</b>	<b>2022/23</b>	<b>2023/24</b>
Schools Block allocation	£305.502m	£323.182
Pupil Numbers	56,025	56,462
Central Schools Services Block	£2.249m	£2.306m

<sup>1</sup> <https://www.gov.uk/government/publications/mainstream-schools-additional-grant-2023-to-2024/mainstream-schools-additional-grant-2023-to-2024-methodology>

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High Needs Block allocation	£58.137m	£67.737
Pupil Numbers in special school	832	884
Early Years Block allocation	£23.387m	£25.823m
3 & 4 Year old Universal PTE	5,524	5,517
3 & 4 Year old – Additional 15 Hours PTE	1,592	1,667
2 Year old PTE	1,168	1,331
Early Years Pupil Premium (This funding is included within the “Early Years Allocation above”)	£0.308m	£0.339m

4.4 The DfE has agreements with the following agencies to purchase a single national licence managed by the DfE for all state funded schools in England. This is included in the Central Schools Services Block.

- Christian Copyright Licensing International (CCLI)
- Copyright Licensing Agency (CLA)
- Education Recording Agency (ERA)
- Public Video Screening Licence - Filmbank Distributors Ltd. (PVSL)
- Mechanical Copyright Protection Society (MCPS)
- Motion Picture Licensing Company (MPLC)
- Newspaper Licensing Authority (NLA)
- Performing Rights Society (PRS)
- Phonographic Performance Limited (PPL)
- Schools Printed Music Licence (SPML)

4.5 The arrangement covers academies as well as maintained schools and the ESFA deduct the charge from the DSG. We are still awaiting the figure for 2023/24 but the 2022/23 deduction for Sandwell is £0.284m (excluding VAT)

4.6 The 2023/24 Early Years Block allocations are indicative, and based on Schools, Early Years and Alternative Provision censuses data from January 2022. The final allocations for each of these funding streams will be based on five-twelfths of the January 2023 census numbers plus seven-twelfths of the January 2024 census numbers.

- 4.7 The High needs block allocations are provisional figures and will be updated in the year. The import/export adjustment will be updated in the summer term 2023 to reflect the latest data from the January 2023 schools census and the RO6 of the 2022 to 2023 Individual Learner Record (ILR). The DfE will make further adjustments in April 2023 to the place funding deductions for the academic year 2023 to 2024 to reflect the outcome of the 2023 to 2024 place change notifications process and to reflect further academy conversions.

**Schools Budgets 2023/24**

- 4.8 The Schools Block funding that has been distributed through the main funding formula is £321,063,416. This has been calculated as follows:

<b>Description</b>	<b>£</b>
Schools Block DSG	325,898,910
Less NNDR	(2,716,494)
Less Pupil Number Growth Contingency	(1,664,000)
Less Transfer from Schools Block to Central Schools Services Block	(455,000)
<b>Schools Block DSG Available to Distribute</b>	<b>321,063,416</b>

- 4.9 The school funding model has to be submitted to meet the DfE deadline of 20<sup>th</sup> January 2023 for review and final confirmation of the budgets.

**Proposed Formula**

- 4.10 During the consultation there was a perceived issue regarding the EAL factor and clarification has since been sought from the DfE. Their response was as follows:

“In addition to having to move 10% closer to the NFF you are also required to use each of the factors used in the NFF. This includes EAL3. As you used EAL2 last year we adjust the per pupil rate to 2/3 of the amount used before applying the 10% tightening. This is to reflect the additional pupils that will be funded as a result of

moving from EAL2 to EAL3. This is covered in chapter 10 of the operational guide.”

- 4.11 This means that from a school’s perspective we will be funding eligible pupils at a lower rate but funding more eligible pupils.
- 4.12 The table below lists the factor rates for the local authority formula to be applied to school’s budgets for 2023/24. Rates may change subject to decisions by the DfE and or the Cabinet meeting to be held on 18<sup>th</sup> January 2023.

<b>Factor</b>	<b>2023-24</b>
Primary basic entitlement	3,661.82
KS3 basic entitlement	5,184.44
KS4 basic entitlement	5,274.34
Primary FSM	216.20
Secondary FSM	216.20
Primary FSM6	319.49
Secondary FSM6	587.35
Primary IDACI F	32.11
Primary IDACI E	106.43
Primary IDACI D	498.71
Primary IDACI C	562.12
Primary IDACI B	611.03
Primary IDACI A	661.32
Secondary IDACI F	47.16
Secondary IDACI E	377.71
Secondary IDACI D	693.19
Secondary IDACI C	789.22
Secondary IDACI B	869.84
Secondary IDACI A	939.44
Primary EAL3	579.34
Secondary EAL3	924.84
Primary LPA	1,240.97
Secondary LPA	1,810.11
Primary mobility	112.88
Secondary mobility	163.55
Primary lump sum	135,044.95
Secondary lump sum	135,044.95

### **Capping and Scaling (C&S)**

- 4.13 The DFE allows overall gains for individual schools to be capped as well as scaled back to ensure that local formulae are affordable. This methodology is new to Sandwell as we move closer to the NFF and it was found that our local formula was unaffordable and so capping and scaling needs to be applied.

### **C&S Background**

- 4.14 Local authorities can cap any gains schools receive through the 2023 to 2024 local formula and will be applied on the same basis to all schools.
- 4.15 The DFE applies caps and scales to academy budgets on the same basis as for maintained schools, although the values may differ from those shown in the APT since the actual baseline position for the academy may not be the same as that shown in the APT dataset.
- 4.16 C&S factors must not be applied to schools that have opened in the last 7 years and have not reached their full number of year groups. This definition of new and growing schools does not include existing schools that are extending to include a new phase and have empty year groups in the new phase.
- 4.17 C&S cannot take a school below the Minimum Per Pupil Levels (MPPLs). Should local authorities elect to apply a gains cap in 2023/24, the cap must be set at least as high as the MFG threshold. This ensures all schools retain any gains up to the MFG threshold even where a cap is applied.

### **Decision**

- 4.18 The schools forums therefore need, as part of their formula modelling, to decide how to limit gains. This remains a local decision and 2 affordable scenarios have been modelled for the forum decision but there can be a variation to this after considering the explanation at 4.20 below.
- 4.19 Scenario 1 – cap school gains at 1.41% and scale at 49.5% or  
Scenario 2 – cap school gains at 1.51% and scale at 53% or  
Scenario 3 – any other mixture of C & S that delivers an affordable Schools Budget.



- 4.20 The higher the level of capping, the more the number of schools that will gain but the more severe the level of scaling to ensure the Schools Block is affordable.
- 4.21 The impact of capping and scaling can be demonstrated to Schools Forum members in real-time on the screen.

## 5. **Recommendations**

That Schools Forum members

- 5.1 Note the DSG Allocations for 2023/24 and the content of the draft school budgets 2023/24 which is based on the principles as voted for at schools' forum. These allocations may change, subject to approval by the DfE and/or decisions taken at Cabinet on 18<sup>th</sup> January 2023.
- 5.2 Note the announcement of the Mainstream Schools Additional Grant - MSAG
- 5.3 Note the update on the EAL factor.
- 5.4 Approve either Scenario 1 or 2 (or any other combination) of the capping and scaling exercise that delivers an affordable Schools Block budget.
- 5.5 Note the final funding model will be been submitted to the Department for Education to meet the final deadline date of 20<sup>th</sup> January 2023 and the authority should receive confirmation of the budgets shortly thereafter. At this point, the LA will be in a position to distribute budget to all schools.

Elaine Taylor  
Finance Business Partner – Childrens Services

Date: 09/01/2023

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## Schools Forum

16 January 2023

### Pupil Number Growth Funding and Pupil Number Growth – Additional Needs Funding – Up to March 2023

This report is for Decision.

#### 1. Recommendations:

That Schools Forum members:

- 1.1 Note the Pupil Number Growth funding for 2022-23 and the effects of the overspend on the 2023-24 Budget.
- 1.2 Approve the additional needs funding for each school as set out in the report.

#### 2. Purpose

- 2.1 The provision of information to allow Forum members to note the allocation of pupil number growth funding and make a decision on the additional needs funding to schools experiencing pupil growth.

#### 3. Links to School Improvement Priorities

- 3.1 The requests are linked to school improvement priorities through the need to provide education funding for young people entering our school system where a school does not have sufficient funding in reserve to accommodate pupil increases. The funding will ensure there is sufficient resource in each school to meet the needs of these pupils.

#### 4. Report Details

- 4.1 The updated budget position for Pupil Number Growth Funding for 2022/23 is set out below along with the implications for 2023/24:

<b>Description</b>	<b>Amount</b>
2021/22 underspend B/F into 2022/23	(336,000.00 )
2022/23 Budget	(1,300,000.00)
Total available funding	<b>(1,636,000.00)</b>
Already Paid	854,318.00
Prim to pay (see 4.2 below)	174,317.33
Sec to pay (see 4.2 below)	846,506.15
Add Needs (see 4.3 below)	233,466.31
	<b>2,108,607.79</b>
2022-23 overspent	<b>472,607.79</b>
2023-24 Budget	<b>(1,664,000.00)</b>
2023-24 Revised Budget	<b>(1,191,392.22)</b>

- 4.2 Based on the growth numbers agreed with schools as part of the September 2022 intake, the following amounts are due to the schools listed below:

<b>School</b>	<b>Increase in PAN</b>	<b>Amount to be paid</b>
Lightwoods Primary	30	£58,105.78
St Matthew's C.E. Primary	30	£58,105.78
The Priory Primary	30	£58,105.78
<b>TOTAL PRIMARY</b>		<b>£174,317.33</b>
Bristnall Hall Academy	30	£81,919.95
George Salter Academy	50	£136,533.25
Holly Lodge High	10	£27,306.65
Ormiston Sandwell Community Academy	30	£81,919.95
Q3 Academy Langley	60	£163,839.90
Shireland BioMedical	120	£327,679.80
West Bromwich Collegiate Academy	6	£16,383.99
Wood Green Academy	4	£10,922.66
<b>TOTAL SECONDARY</b>		<b>£846,506.15</b>
<b>TOTAL</b>		<b>£1,020,823.48</b>

## Pupil Number Growth Funding – Additional Needs

- 4.3 In addition to the above, Sandwell has traditionally paid growth fund to schools identified as having unusually high number of pupils requiring additional needs. This is based on the increases in IDACI and EAL numbers when compared with previous year's October census. Based on this methodology, the following schools will be entitled to "Additional Needs" growth funding.

School	IDACI Funding (£)	EAL Funding (£)	Total (£)
Lightwoods Primary Academy	4,637.84	2,365.64	7,003.48
Shireland Technology Primary School	7,037.44	14,869.73	21,907.17
St Matthew's C of E Primary School	11,311.06	7,096.92	18,407.98
<b>TOTAL PRIMARY</b>	<b>22,986.34</b>	<b>24,332.29</b>	<b>47,318.63</b>
George Salter Academy	5,447.78	19,938.95	25,386.73
Shireland BioMedical	5,333.18	12,166.14	17,499.32
Q3 Academy Langley	14,552.91	15,207.68	29,760.59
Shireland Collegiate Academy	0	17,911.26	17,911.26
West Bromwich Collegiate Academy	33,050.65	56,106.96	89,157.61
Wodensborough Ormiston Academy	6,432.17	0	6,432.17
<b>TOTAL SECONDARY</b>	<b>64,816.69</b>	<b>121,330.99</b>	<b>186,147.68</b>
<b>TOTAL</b>	<b>87,803.03</b>	<b>145,663.28</b>	<b>233,466.31</b>

- 4.4 Additional Needs growth funding has been made when there is enough pot of money in the Schools Budget including the growth fund to accommodate such initiative. From the table in paragraph 4.1 above the growth fund will overspend this year which will impact on next year's available budget.

## 5. Recommendations

That Schools Forum members

- 5.1 Note the Pupil Growth Fund allocations for 2022-23 and the impact on the 2023-24 Budget

5.2 Decide if it wishes to approve the Additional Needs Funding for 2022-23.

Elaine Taylor – Finance Business Partner – Children’s Services

Date: 10/01/2023

Contact Officer: Elaine Taylor

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## Schools Forum

16 January 2023

### Schools Closedown 2022/23 Timetable

This report is for information

**1. Recommendations:**

That Schools Forum members:

- 1.1 Note the contents of the report

**2. Purpose**

- 2.1 To advise members of the closedown deadlines for maintained schools for the 2022/23 annual accounts.

**3. Report Details**

- 3.1 The Government deadline for local authorities to publish their audited accounts is July 2023. It is, therefore, critical for all stakeholders to work towards this new deadline.

- 3.2 Whilst it is acknowledged that the schools Budget/Finance Officer may complete some of the tasks on the schools' behalf it is the responsibility of the Head Teacher to ensure all tasks are completed and that deadlines for submissions are adhered to. This may involve opening the school during the Easter break if there is no remote access.

- 3.3 A summary of the critical deadlines is set out below. Unless stated otherwise all deadlines are 1pm on the dates stated.

- 10<sup>th</sup> February 2023 - Leasing returns
- 10<sup>th</sup> March 2023 – Timetable of Closedown Templates
- 24<sup>th</sup> March 2023 - Final Capital return
  
- 3<sup>rd</sup> April 2023 – Copy of Bank Statement - showing clearly the bank balance at the end of the day 31<sup>st</sup> March 2023. If

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schools do not have electronic access, please liaise with your banks to ensure this deadline is met. We cannot process your Excel Closedown Template until we have this.

- 13<sup>th</sup> April 2023 – Year End Excel Closedown Template.

- 3.4 In order to comply with external audit and achieve the closedown deadlines set by the authority, the Schools Strategic Finance Unit (SSFU) will need to have the Excel Closedown Templates as and when they are completed. This will allow sufficient time for returns to be checked, queries resolved and uploaded to the Authority's General Ledger.
- 3.5 SSFU are asking schools to advise of the exact date that the Excel Closedown Templates will be submitted by either School Finance staff /Bursars or external Budget Officers. Please can this information be provided by 10<sup>th</sup> March 2023 to schools\_financialservices@sandwell.gov.uk.
- 3.6 Unfortunately failure to meet the authority deadline may require setting an earlier closedown deadline in future, similar to the 2017/18 closedown process where a February actual and a March estimate was used, and submission of the Excel Closedown Template was in March. The authority however wishes to avoid this as it is recognised this causes additional work for all stakeholders involved in the process.

#### **4. Recommendations**

That Schools Forum

- 4.1 Note the contents of the report

Elaine Taylor – Finance Business Partner – Children's Services

Date: 09/01/2023

Contact Officer: Elaine Taylor



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## Schools Forum

16 January 2023

### SPECIAL EDUCATIONAL NEEDS HIGH NEEDS BLOCK 2022/23 NOVEMBER 2022 MONITORING REPORT

This report is for Information

#### 1. Recommendations:

That Schools Forum members:

- 1.1 Note the contents of the report in relation to the 2022/23 HNB Grant budget monitoring for the period 1 April – 30 November 2022.

#### 2. Purpose

- 2.1 To provide Schools Forum with the HNB monitoring position as at 30 November 2022 projected to 31 March 2023.

#### 3. HNB Budget 2022/23

- 3.1 The HNB budget for 2022/23 reported to Schools Forum on 26 September was £60.808M, net of deductions.
- 3.2 The balance brought forward as at 1 April 2022 is £3.930M surplus.
- 3.3 The DFE will issue an updated HNB Grant figure in January 2023 which was too late to be included in this report.
- 3.4 The anticipated in year surplus as at 31 August 2022 projected to 31 March 2023 based on the updated Grant that was previously reported to Schools Forums was £1.040M
- 3.5 The current position as at 30 November 2022 projected to 31 March 2023 is now an in-year deficit of £1.266M
- 3.6 Appendix 1 shows the 2022/23 High Needs Block Budget Allocation, the actual expenditure as at 30 November 2022, the projected outturn as at 31 March 2023 and the variance from budget.

- 3.7 A column has also been added that shows the previously reported in year surplus of £1.040M
- 3.8 The Variances are explained below;

### **Variation 1 – Independent Schools**

Out of borough placements, show a budget pressure of £2.310M. This is an increase of £1.851M on previously reported figures following more pupils being placed in independent special and independent mainstream schools, due to a lack of provision available within Borough. The Placement and Provision Panel are currently placing 2-3 pupils per week. Any agreed placements have been included in the forecast figures together with a contingency of £500K for additional SEN placements and £200K for tri-part funded placements agreed with Sandwell Social Care Trust for any placements during the Spring Term. Should this contingency not be required the pressure in 2022/23 on this budget head will be reduced. However, the placements will impact in the next financial year as they will be full year funding rather than part year.

### **Variation 2 – Mainstream Schools**

There has been an increase in both EHCP assessments and the funding of early years pupils which has resulted in a pressure of £683k in delegated funding to school for individual pupil support.

### **Variation 3 – Focus Provision Schools**

There has been an increase in EHCP assessments which has resulted in a projected overspend of £175K on the delegated funding provided to Focus Provisions. This has increased from previously reported figures following some schools agreeing to go over the agreed commissioned places.

### **Variation 4 – SEN Special Unit**

A new Special Unit has been agreed at Uplands Primary School. It was previously budgeted for within the SEN Developments cost centre at the time the budgets for 2022/23 were finalised as discussions were still underway with the school and was not finalised and implemented at that point.

### **Variation 5 – High Point Special School**

There are more pupils on roll at High Point from 1 September 2022 than was anticipated when the budget was prepared. Therefore, there is a pressure of £186K.

### **Variation 6 – Early Years**

An amount of £480k from the Early Years Grant is used to offset the early support for pupils in private provider settings and those in mainstream early years settings. Predicted costs in private provider settings has increased from £660K previously reported to £710K. The support for EYS pupils in mainstream schools is set against the schools' delegation and not shown separately. The £480k will be insufficient to cover the full costs of meeting the needs of the pupils in the early years settings. There is a pressure of £230K against private providers alone.

### **Variation 7 – Recoupment**

The Element 3 top up costs of pupils placed in Sandwell schools that are the responsibility of a neighbouring LA are funded by Sandwell for all pupils in the special schools and LAC pupils placed in mainstream schools. This is recouped from the relevant authority. There has been an increase in pupils being placed which has resulted in an increase in recoupment income, with Shenstone being the highest importer of pupils due mainly to the location of the school.

### **Variation 8 – Albright Education Centre**

A small number of pupils have been placed temporarily at Albright Education Centre pending a permanent placement being agreed. These have been funded E3 Top up for the period of occupancy.

### **Variation 9 – SEN and Support for Inclusion Services**

The total variances equate to a saving of £347K across 10 service areas. These are mainly due to staff turnover, maternity leave, opting out of the LA superannuation scheme and full time budgeted posts covered by staff on reduced hours and the inclusion of 2022/23 pay awards. The savings within these areas will increase during the year following slippage in staff appointments.

## **Variation 10 SEN**

SEN Developments is showing an underspend of £1.3M – This budget head currently covers independent appeals and reports. It also holds the HNB surplus balancing figure of £630K, which is the difference between the calculated budgets as at 1 April 2022 and the HNB Grant initial settlement 2022/23 as well as the additional grant received in July 2022. The funding for the Special Unit was held here and is now accounted for in variance 4 Above

### **4. Recommendations**

4.1 That Schools Forum note the contents of the report.

Date: 06/01/23

Contact Officer: Abi Asimolowo

Appendix 1  
HIGH NEEDS BLOCK

	BUDGET ALLOCATION 2022/23 £	SPEND as at 30/11/22 £	PREDICTED END OF YEAR OUTTURN £	VARIANCE FROM BUDGET £	VARIANC E REF	NOTES	Previously reported in year surplus
<b>1 Out of Borough Placements</b>							
Independent schools	5,976,700	2,993,866	8,285,873	2,309,173	1	Lack of Provision in Borough has meant more Independent Placements are being made at approx 3 per week with slippage.	456,273
OLA Maintained & Academy Schools	1,823,000	-292,107	1,823,000	0		OOB placements in OLA maintained and academy mainstream and special schools now reflects Phase transfers	0
Alternative Providers	240,000	125,574	280,000	40,000		This is for Pupils with EHCPs that attend NTAS and Trageted Provision which are tuition services	0
Other associated costs	40,000	0	40,000	0		Room hire for the support of Students receiving NTAS support while awaiting a school placement	0
	<b>8,079,700</b>	<b>2,827,333</b>	<b>10,428,873</b>	<b>2,349,173</b>			<b>456,273</b>
<b>2 Pupil Top up &amp; Place</b>							
Mainstream Schools	11,093,600	9,333,564	11,777,210	683,610	2		0
Focus Provisions	3,105,200	3,104,053	3,280,000	174,800	3	Assumes full occupancy	108,600
Special Schools	17,672,000	16,124,721	17,672,000	0			0
Uplands SEN Unit	0	0	186,000	186,000	4	This is a new provision which was previously accounted for within the SEN Ddevelopments Line below as it was not allocated to a named school at the time of formulating the annual budgets.	0
Primary PRU	516,400	516,400	516,400	0			0
Secondary PRU	2,435,500	2,435,500	2,435,500	0			186,500
High Point	670,000	0	856,500	186,500	5	Increase in pupil numbers from Sept 2022	0
ELMS	281,400	0	281,400	0			110,000
Early Years Private Providers	550,000	473,700	710,000	160,000	6	This is offset by support from EYS funding	0
Early Years Grant	-480,000	0.00	-480,000	0			0
Other Support	200,000	114,540.45	200,000	0			0
Post 16 Colleges & Specialist Providers	3,078,700	144,727	3,078,700	0			0
Alternative AWPU Prov	410,000	-84,757	170,000	-240,000			-240,000
Schools Supplementry Grant	2,300,500	2,250,309	2,300,500	0			0
Recoupment	-697,000	75,869	-1,304,600	-607,600	7	This is recoupment of top up for OLA pupils placed in Sandwell Schools. The increase is due to an increase in OLA pupils placed in Sandwell schools.	-502,000
	<b>41,136,300</b>	<b>34,488,627</b>	<b>41,679,610</b>	<b>543,310</b>			<b>-336,900</b>
<b>3 Albright Education Centre</b>	1,593,200	1,593,200	1,623,200	30,000	8		0
<b>4 SEN Support Services</b>	1,461,200	857,716	1,332,000	-129,200	9	Maternity Leave, staff turnover and reduced hours and other associated expenditure following COVID	-76,300
<b>5 Support for Inclusion</b>							
Lace	388,400	257,604	385,100	-3,300	9	Full time Budgeted post but post holder reduced hours	-1,400
Inclusion Support	1,102,400	686,302	1,061,130	-41,270	9	Staff turnover	-51,470
Sensory Support Team	904,900	598,616	924,250	19,350	9		-1,200
CCD Team	506,000	332,289	484,400	-21,600	9	1 Vacancy	-8,600
Early Years Admin	706,400	420,024	708,400	2,000	9	Materniy Leave and 0.5 vacancy	29,600
Preventing Primary Exclusions team	224,500	121,702	191,800	-32,700	9	Staff turnover	-22,800
SEMH Team	641,700	403,565	613,600	-28,100	9	Full time Budgeted posts but post holders reduced hours	-100
Fair Access Reintegration Officers	164,400	74,200	124,000	-40,400	9	Vacant post	-32,900
	<b>4,638,700</b>	<b>2,894,303</b>	<b>4,492,680</b>	<b>-146,020</b>			<b>-88,870</b>
<b>6 SEN Developments</b>	2,126,300	137,273	817,445	-1,308,855	10	Initial Surplus on calculation of budgets was £630K and additional grant received of £370K	-939,055
<b>7 Other SEN Funding</b>							
Central Recharges	508,500	0	508,500	0			0
SALT SLA	7,600	25,015	7,600	0			0
OT & Physio SLA	64,600	0	64,600	0			0
Equal Pay other SS	50,400	0	50,400	0			0
Mediation	30,000	5,960	30,000	0			0
Hospital Recoupment	30,000	16,185	30,000	0			0
Medical Malpractice	15,000	0	15,000	0			0
Non SEN Statutory	838,100	0	838,100	0			0
JTT Staff Contribution	23,000	0	23,000	0			0
Joint Commissioning	48,500	0	48,500	0			0
SENDIASS	0	0	0	0			0
Sensory Pilot	0	12,238	0	0			13,000
	<b>1,615,700</b>	<b>59,398</b>	<b>1,615,700</b>	<b>0</b>			<b>13,000</b>
<b>8 Exclusions &amp; Reintegration</b>	156,900	30,953	84,700	-72,200	9	Vacant post	-68,100
<b>TOTAL</b>	<b>60,808,000</b>	<b>42,888,802</b>	<b>62,074,208</b>	<b>1,266,208</b>			<b>-1,039,952</b>
	60,808,000	42,888,802	62,074,208				
	0	0	0				

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2022/23 DSG Allocations						
DSG Block	Provisional Allocation (Dec'2021)			Latest Allocation (Nov'2022)		
	Prior to Adjustments	Adjustments	After adjustments	Prior to Adjustments	Adjustments	After adjustments
	£m	£m	£m	£m	£m	£m
Schools Block	308.463	-2.961	305.502	308.463	-158.997	149.466
Central School Services Block	2.283	0	2.283	2.283	0.000	2.283
High Needs Block	61.267	-3.13	58.137	64.215	-3.418	60.797
Early Years Block	23.387	0.000	23.387	24.114	0.000	24.114
<b>Total</b>	<b>395.4</b>	<b>-6.091</b>	<b>389.309</b>	<b>399.074</b>	<b>-162.415</b>	<b>236.660</b>

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