

2023-24

DRAFT

**CONSULTATION
DOCUMENT**



Children's Services

Email: schools_financialservices@sandwell.gov.uk

Electronic Document & Response Form on Extranet

www.sandwell.gov.uk

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1. INTRODUCTION, CONTEXT, SUMMARY & TIMETABLE

1. INTRODUCTION

There have been some significant changes announced by DfE/ESFA in the Summer and these are summarised as follows:

- 1.1 In 2023-24 each local authority will be required to bring their own formulae closer to the schools direct National Funding Formula (NFF). There is an expectation that the full move to the NFF will be completed by 2027-28.
- 1.2 It has been confirmed that from 2023-24 local authorities will only be allowed to use NFF factors in their local formula. This means that in Sandwell the Looked After children (LAC) factor will no longer be an allowable factor.
- 1.3 From 2023-24 local authorities must use ALL NFF factors – except for the locally determined premises factors which remain optional. This means that Sandwell must introduce IDACI band F and the Mobility factor.
- 1.4 From 2023-24 local authorities must move their local formula factor values at least 10% closer to the NFF, except where local formulae are already mirroring the NFF. This is called “**tightening**” and is the minimum requirement from 2023-24.
- 1.5 For the purpose of the tightening criteria, local factor values within 2.5% of the respective NFF values are deemed to be mirroring the NFF. This means that local authorities which had factor values within +/- 2.5% of the NFF values in 2022-23 will be allowed to set their 2023-24 factor values anywhere within +/- 2.5% of the 2023-24 NFF values. At the end of the transition period, no Local Authority will be required to move their factor values away by more than +/- 2.5% of the NFF.
- 1.6 The 10% movement is calculated such that local authorities are required to bring their local formula factor values 10% closer to the NFF, compared to the difference between the local factor value and the NFF value in 2022-23. For example, if the difference between a local factor value and the NFF factor value was £500 in 2022-23, the maximum difference from the NFF value in 2023-24 is £450 (10% less than £500).

- 1.7 It should be noted that the schools supplementary grant is being rolled into the schools NFF from 2023-24.
- 1.8 The Minimum Funding Guarantee will continue in 2023-24 between +0.0% and +0.5% without the need for a disapplication request to the DFE.
- 1.9 The basic structure of the high needs NFF for 2023-24 is not changing.
- 1.10 Local authorities will continue to be able to transfer up to 0.5% of their schools block to other blocks of the DSG, with schools forum approval. In 2022-23 the total schools block available for such transfers has to exclude the additional funding that has been allocated for TPG and TPECG to guarantee that all of this funding remains with schools. If the authority were to consider such a transfer it would equate to £1.5m. A disapplication request is required for transfers above 0.5%, or for any amount without schools forum approval.
- 1.11 The authority will be requesting a movement of funding from the Schools Block to the Central Schools Services Block.

SANDWELL CONTEXT

- 1.12 Sandwell has an ambition to ensure that all schools and academies in the borough are rated as Good or Better by Ofsted. To achieve this during times of austerity will require astute and prudent usage of finite, and reducing, resources.
- 1.13 There remain significant financial challenges in the education sector at present. It is clear that proposed schools funding arrangements will not fully offset for some the recent challenges of rising inflation, the national pay awards, recent cost of living pressures and increasing fuel prices. Equally, schools continue to have to source many services once provided free by the council.
- 1.14 Schools Forum will need to consider how quickly they would wish to move towards the National Funding Formula and the size of steps which are needed to move towards this point by 2027/28. They will also need to be mindful of the minimum move of 10% this year.

SUMMARY OF CONSULTATION QUESTIONS

1.15 The consultation document has 7 questions:

QUESTION 1 - Funding Modelling Options x 3

- Minimum Transition
- Accelerated Transition and
- the National Funding Formula Factor Values

QUESTION 2 – Pupil Number Growth Funding Options x 2

- No change
- Use of Brought Forward funds

QUESTION 3 - Schools Block / Central Schools Services Block (CSSB)

QUESTION 4 - Attendance Service level Options x 3

- Minimum Service
- Intermediate Service
- Enhanced Service

QUESTION 5 - Central Schools Services Block proposals

QUESTION 6 - Schools Block - De-delegation proposals

QUESTION 7 - Schools Block - Education Functions proposals

NOTE:

1.16 This consultation is applicable for one year only (2023/24).

1.17 The Schools Forum at its meeting on 7th November 2022 approved the options for wider consultation with schools. **assumed**

TIMETABLE

MEETING	DATE
Schools Forum	7 th November 2022
Electronic Consultation Document	11 th November 2022
All Head Teachers Consultation Meeting	JEG – 10 th November 2022 Secondary Partnership meeting – 17 th November 2022 Primary meeting – 24 th November 2022
Joint Union Panel	22 nd November 2022
ASGB	30 th November 2022
Cabinet Member briefing (Initial Briefing report)	16 th December 2022
Deadline for Schools response	1st December 2022
Schools Forum (Consideration of Outcome and recommendation to Cabinet Member)	12 th December 2022
School Funding Report 2023/24 to Cabinet	xx th January 2023
School Forum (Draft Funding model)	16 th January 2023

- Officers will seek to provide answers to stakeholders who require clarification on any of the issues raised during the consultation period. Please send all queries to schools_financialservices@sandwell.gov.uk and we will endeavour to respond within 2 working days.
- The deadline for schools to respond to the consultation is **12 noon on Thursday 1st December 2022 (subject to change)**. Consultation responses should be completed electronically **Process to be advised**.

2. FUNDING FORMULA OPTIONS

2. FUNDING FORMULA OPTIONS

2.1 The authority has modelled 3 options for calculating the schools block budget for 2023/24 as follows:

- OPTION 1 - Minimum Transition
- OPTION 2 - Accelerated Transition
- OPTION 3 - National Funding Formula Factor Values

2.2 Below is a table setting out the values per pupil used for each factor

Description	SMBC 2022-23		OPTION 1		OPTION 2		OPTION 3	
Primary (Years R-6)	£3,512.00		£3,659.50		£3,630.00		£3,394.00	
Key Stage 3 (Years 7-9)	£4,977.00		£5,181.90		£5,137.80		£4,785.00	
Key Stage 4 (Years 10-11)	£4,977.00		£5,274.34		£5,285.00		£5,393.00	
Prim Minimum PP funding	£4,265.00		£4,405.00		£4,405.00		£4,405.00	
Sec Minimum PP funding	£5,525.00		£5,715.00		£5,715.00		£5,715.00	
Description - Additional Needs Funding	Primary	Secondary	Primary	Secondary	Primary	Secondary	Primary	Secondary
FSM	£176.00	£176.00	£216.20	£216.20	£244.80	£244.80	£480.00	£480.00
FSM6	£161.00	£372.00	£319.49	£587.35	£361.80	£635.60	£705.00	£1,030.00
IDACI Band F	£0.00	£0.00	£32.11	£47.16	£54.00	£79.00	£230.00	£335.00
IDACI Band E	£77.00	£350.00	£106.43	£377.71	£125.60	£385.00	£280.00	£445.00
IDACI Band D	£485.00	£676.00	£498.50	£692.90	£492.00	£684.80	£440.00	£620.00
IDACI Band C	£551.00	£771.00	£561.90	£788.90	£552.80	£776.80	£480.00	£680.00
IDACI Band B	£602.00	£855.00	£610.80	£869.50	£599.60	£854.00	£510.00	£730.00
IDACI Band A	£630.00	£900.00	£661.00	£939.00	£662.00	£938.00	£670.00	£930.00
EAL	£846.00	£1,227.00	£567.41	£1,292.30	£567.41	£1,322.60	£580.00	£1,565.00
Mobility	£0.00	£0.00	£112.88	£163.55	£205.00	£296.00	£945.00	£1,360.00
Low Prior Attainment	£1,225.00	£1,776.00	£1,240.50	£1,809.40	£1,231.00	£1,802.80	£1,155.00	£1,750.00
Lump Sum	£129,057.00	£129,057.00	£134,981.30	£134,981.30	£134,205.60	£134,205.60	£128,000.00	£128,000.00

2.3 These modelling options should be used only to assist you with deciding how quickly you would like to move to the National Funding Formula (NFF).

2.4 It will be difficult to predict with any certainty the final funding for your school as the following changes are made in 2023-24:

- 2 brand new factors will be introduced (highlighted yellow above) and 1 will be removed (LAC)
- The data used in the modelling here is from the October 2021 census data and so the final funding model will be based and updated with the latest October 2022 census.

- 2022-23 Schools Supplementary Grant (SSG) will be rolled into the 2023-24 schools block.

2.5 There are a number of assumptions in the 3 modelling options that you will need to be aware of. This does not intend to anticipate the outcome of the consultation but has been done purely to make all 3 options comparable to aid with your decision:

- There is an assumption at this stage that Growth Fund will make use of the brought forward balances and so will be set at £1.664m (see table below in Section 3 Pupil Number Growth)
- There is an assumption at this stage that £0.375m will be moved from the schools block to Central Schools Services Block (see below section 4 and 5 CSSB)

2.6 In order to assist you make an informed decision, we have prepared a modelling microsite where you can view indicative allocations under each of the modelling options. [This can be accessed here.](#)

Consultation Question 1

Please indicate the option you prefer to use for calculating school funding for 2023/24:

OPTION 1 - Minimum Transition

OPTION 2 - Accelerated Transition

OPTION 3 - National Funding Formula factor values

3. PUPIL NUMBER GROWTH FUNDING

3. Pupil Number Growth Funding

TWO options have been proposed for consideration:

- OPTION 1 - to continue with the current criteria of funding LA agreed PAN/Bulge class increases, new and growing schools and mid-year admissions with the expected 2023-24 fund of £2m being proposed.
- OPTION 2 - to utilise any unspent allocation for this year (2022-23) and to model the Pupil Growth Funding to take this in account when calculating the requirements for 2023-24 as set out in the following table with the fund of £1.664m being proposed.

	£'000	£'000
Balance b/fwd from 2021/22		336
Allocation for 2022/23	1300	
Forecast spend in 2022/23	1300	
2022/23 in-year balance		0
Total c/fwd to 2023/24		336
Growth Fund needed in 2023/24		2,000
Amount of top-slice request		1664

Consultation Question 2

Please indicate the option you prefer to use for calculating Pupil Number Growth Fund

OPTION 1 – Maintaining the current criteria

OPTION 2 – Utilise Brought Forward funds

4. FUNDING FROM SCHOOLS BLOCK TO CSSB

4. Funding from Schools Block to CSSB

- 4.1 The Central Schools Service block (CSSB) was introduced, to fund local authorities for the statutory duties they hold for both maintained schools, and academies.
- 4.2 These are outlined in brief at the end of this document.
- 4.3 The Attendance Service is a legitimate function that can be funded from CSSB and is statutory funding for ALL schools.
- 4.4 Over the years, the maintained schools have largely paid for this service by de-delegating part of their budget share.
- 4.5 This is against the operational guidelines and it is now being proposed to rectify this.
- 4.6 Schools are asked to consider moving the funds from the Schools Block to the CSSB block.

5. Options for the Attendance Service

- 5.1 There are 3 Options available to schools in terms of the level of service from the Attendance team for 2023-24.
- 5.2 **OPTION 1 – MINIMUM SERVICE** - Annual Allocation of £0.375m

Core Offer of 1 allocated attendance support officer per town plus continuing support from, the existing, duty practitioner and, court practitioner posts that have been in place since September 2022. The Service would ensure:

- Piloted targeted schools' meetings for those with greatest need this academic year.
- Locality based "attendance solutions panel" meetings with Strengthening Families.
- Cohort focused interventions e.g., persistent absence plus educational neglect.
- Attendance campaign: "Attend School for Best Start in Life" (launched September 2022).
- Permanent duty practitioner providing consistent support & guidance to schools.
- Permanent Court practitioner to focus on prosecutions and evidential reliability.

5.3 OPTION 2 – INTERMEDIATE SERVICE - Annual Allocation of £455,000

The White paper requires all schools to receive termly “targeted support meetings as from September 2023.

An additional £0.80m next year will fund a further 3 attendance support officers as from Sept 2023 increasing capacity to 1.5 officers per town.

5.4 OPTION 3 – ENHANCED SERVICE - Annual Allocation of £512,000

An annual contribution of £512,000 from the central schools’ budget, would enable the Service, as from April 2023, to recruit and embed proposals in readiness for the 2023/24 academic year.

We could complete recruitment during half-terms 2 and 3 with a view to making necessary new appointments in April 2023, immediately following the Easter holidays. During the summer term we would complete the induction and training of new staff plus ensure their readiness, as from September 2023, to deliver the following:

- Schools support increased to 1.5 officers per town, with immediate impact in 2023/24.
- Targeted support meetings (as per the White Paper) delivered by trained staff.
- Increased pro-active cohort-focused interventions e.g., persistent absence, educational neglect plus development of an illness strategy with school nursing colleagues.
- Immediate capacity, at the right time of year, to manage annual increase in removals from roll ahead of census.
- Immediate capacity at the right time of year to manage annual increase in leave of absence referrals and resulting Court work etc.
- Further preventative persistent absence work based on year end data.
- Continuation of the “Attend School for the Best Start in Life” campaign

Consultation Question 3

Do you agree to the top slice of the Schools Block to fund the Attendance team from the Central Schools Services Block.

YES or NO

If you answer YES, go to Question 4. Otherwise go to question 5.

Consultation Question 4

Please indicate the option you prefer for the Attendance Team

OPTION 1 – Minimum Service

OPTION 2 – Intermediate Service

OPTION 3 – Enhanced Service

6. Central Schools Services (CSSB) BLOCK - PROPOSALS

6. CSSB Proposals 2023-24 (ALL Schools)

- 6.1 The Schools forum receive a report on the CSSB on a regular basis including 2021-22 (on 20th July 2022) outturn as well as proposed 2023-24 budget (on 26th September 2022).
- 6.2 The CSSB is used to fund two distinct elements:
- ongoing responsibilities, which funds all local authorities (LA) for central functions they have to deliver for all pupils in maintained schools and academies;
 - historic commitments, which funds some LAs for commitments they made prior to 2013-14 that are unwinding.
- 6.3 The provisional 2023-24 funding allocation was announced in July 2022 by the DfE and is £2.297m. This is made up of £2.18m of on-going responsibilities and £0.117m of historic commitment.
- 6.4 The only known figure is the 20% reduction in historic commitment. Where possible, we have retained the proposed allocation as the same as 2022/23 levels and any additional allocation has been earmarked against Statutory responsibilities.
- 6.5 The initial allocation of 2023-24 CSSB is as shown in the table below.

2023-24 Central School Services Block Budget

Service Area	2023-24 CSSB Budget (£'000)
School Forum	3
Pension Administration Historic Commitment	117
Stat/Regulatory/Education/Welfare/Asset Mgt	1,518
Admissions & Appeals	453
Copyright Licenses*	323
Total	2,297

- 6.6 Copyright licenses will change to actual sum and will be advised by the DfE sometime early in 2023. In addition, the October 2022 census will inform the overall CSSB. Once known, the School's Forum will be updated and informed.

Consultation Question 5

Do you agree with the indicative allocation of the Central Schools Services Block funding proposals?

YES

NO

7. SCHOOLS BLOCK - DE- DELEGATION PROPOSALS

7. Schools Block - De-Delegation Proposals 2023-24 (Maintained Schools Only)

- 7.1 Schools forum received a report on Maintained Schools De-delegation proposals at its meeting of 26 September 2022¹ and 7th November 2022².
- 7.2 The report contained impact assessments of 2021-22 funding as well as justification for funding in 2023-24.
- 7.3 The table below summarises the de-delegated budget proposals that are being consulted on for 2023-24.

De-delegated - Maintained Schools only		
DD1	Health and Safety Licenses and Subscriptions	£5,990
DD2	EVOLVE Annual Licence Fee	£6,300
DD3	Union Facilities Time	£159,000
DD4	School Improvement Services	£150,000
DD5	Schools in financial difficulty	£100,000
	TOTAL DD	£421,290

- 7.4 Proformas explaining each proposal are included in this document as Appendix A1 below.

Consultation Question 6

Please indicate if you agree with the de-delegated proposals below:

DD1 - Health & Safety Licences

DD2 – EVOLVE

DD3 - Union Facilities Time

DD4 - School Improvement

DD5 - Schools in financial difficulties

¹ <https://sandwell.moderngov.co.uk/ieListDocuments.aspx?CId=443&MIId=6389>

² <https://sandwell.moderngov.co.uk/ieListDocuments.aspx?CId=443&MIId=6390>

8. SCHOOLS BLOCK - EDUCATION FUNCTIONS PROPOSALS

8. Schools Block - Education Functions (Maintained schools only)

- 8.1 Schools forum received a report on Maintained Schools Education function proposals at its meeting of 26 September 2022³.
- 8.2 The report contained impact assessments of 2021-22 funding as well as justification for funding in 2023-24. The table below summarises the de-delegated budget proposals that are being consulted on for 2023-24.

Education Functions - Maintained Schools only		
EF1	Education Benefits Team	£134,000
EF2	Children's Clothing Support Allowance	£33,000
	TOTAL EF	£167,000

- 8.3 Proformas explaining each proposal are included later as Appendix A2 in this document.

Consultation Question 7

Please indicate if you agree with the Education Functions funding proposals below:

EF1 - Education Benefits Team

EF2 - Children's Clothing Support Allowance

³ <https://sandwell.moderngov.co.uk/ieListDocuments.aspx?CId=443&MId=6389>

A1

**SCHOOLS BLOCK – DE-DELEGATION
PROPOSALS**



DSG CENTRALLY RETAINED PROPOSAL 2023-24		NO: DD1	
Title of Proposal	Health & Safety Licences & Subscriptions – CLEAPSS	Date	Sept 2022
Lead Officer	Andy Timmins	Contact Tel.	0121 569 8302
Annual Funding Proposal (£)			
		£5,990	
Which phase of school does this support (✓)?		Primary	Secondary
		✓	✓
What proportion will each phase bear? Please state as an amount per pupil.		Primary	Secondary
		Service to be apportioned on an amount per pupil, subject to confirmation of 2022-2023 subscription formula from CLEAPSS. An individual charge of £55 will also be made for the radiation protection advisor subscription (RPA) for the 3 Sandwell MBC secondary schools	
Is the service provided a statutory function? (Please provide detail below if yes)		Yes	
As detailed in the 'benefits to schools' forum' section below			
How has this proposal been calculated?			
<p>This proposal has been calculated based on the subscription and licence cost for the service outlined below, with a support element (salary costs) to administer the associated functions. Please note that costs included in this proposal have been estimated, based on 2022 – 2023 subscription rates as costs for 2023-24 have not yet been confirmed, so may be subject to change. However, based on the current subscription rate the cost would be around £0.20 per pupil.</p> <p>CLEAPSS: subscription to the national school science and design and technology advisory body.</p>			
What will be the benefits to schools in Schools Forum agreeing this proposal? (Please give any details of previous proposals of a similar nature or specific details of requirements such as staffing and services)			
<p>CLEAPSS; membership allows access to termly newsletters, a wide range of free safety publications, model risk assessments, and a telephone helpline. An additional element of the subscription for Secondary schools meets the statutory duties as required by the Ionising Radiation Regulations 1999, of having an appointed suitable Radiation Protection Advisor (RPA) and ensuring the safe management of radioactive substances.</p>			
What will be the impact if School Forum agree to purchase the statutory element of the service only?			

(Please give details on the total cost for the year, cost per pupil for each phase, service delivered)

All elements of the subscription proposal relate to statutory requirements

What will be the impact if Schools Forum do not agree to this proposal?

Employers have specific responsibilities to ensure the safety of their employees who work with ionising radiations (and others affected by their work). Schools are not exempt and if the practical work comes within the scope of the Ionising Radiations Regulations 2017, schools must comply with the regulations. Failure to comply with their statutory duty could result in action being taken by the Enforcing Authorities (Health and Safety Executive), Head Teacher and Governing Body.

How will the amount be deployed?

Salaries (£)	£1200	
Services (£)	£4789.75 + £165	
Schools (£)		

How will expenditure be monitored?

Expenditure will be monitored by Andy Timmins, on behalf of the schools.

How will impact be evaluated?

The proposal facilitates specialist advice and support for safe Design & Technology and Science curricular activities across both primary and secondary phases.

Please detail any income generated by the service?

N/A

DSG DE-DELEGATED PROPOSAL 2023-24 DD2		
Full Title of Proposal	Renewal of EVOLVE Licence – educational visits.	
Lead Officer	Christopher Davies	
Reference Number		
Annual Funding Proposal	£6,300	
Date of Funding Proposal	14/9/2022	
Which phase of school does this support (✓)	Primary	Secondary
	✓	✓
What proportion will each phase bear Please state as an amount per pupil.	Primary	Secondary
	14 pence (£4.7k)	14 pence (£1.6k)
Is the service provided a statutory function	Yes	
The software being licensed is not a statutory requirement, but it is an essential tool used to ensure the Council fulfils its H&S duty in respect of its employees, and those in their care.		
How has this proposal been calculated?		
This is the license fee for the EVOLVE software provided by eduFOCUS.		
What will be the benefits to schools in Schools Forum agreeing this proposal? (Please give any details of previous proposals of a similar nature or specific details of requirements such as staffing and services)		
Schools and LA use this software to ensure the safe and robust management of off-site educational visits.		
What will be the impact if School Forum agree to purchase the statutory element of the service only? (Please give details on the total cost for the year, cost per pupil for each phase, service delivered)		
N/A.		
What will be the impact if Schools Forum do not agree to this proposal?		
Schools will lose access to a key mechanism used to safely plan and deliver learning outside of the classroom.		
How will the amount be deployed?		
Salaries	£	
Services	£	6300
Other costs	£	
How will expenditure be monitored?		
This is an annual license.		
How will impact be evaluated?		
By the number of schools and children attending off-site visits.		
Please detail any income generated by the service?		
Income is not generated solely through the license. Income is generated by Service Level Agreements – of which access to the software is an element – and also training delivered by the LA Educational Visits Advisers to teachers and visit leaders. The SLA revenue equates to approximately £44kp/a		

DSG CENTRALLY RETAINED PROPOSAL 2023-24		DD3
Title of Proposal	Union Facilities Time	Date
		September 2022
Lead Officer	Andy Timmins	Contact Tel.
		0121 569 8302
Annual Funding Proposal (£)		
		£136k
		£23k
Which phase of school does this support (✓)?		
		Primary
		Secondary
		yes
		yes
What proportion will each phase bear? Please state as an amount per pupil.		
		Primary
		Secondary
<p>This year Academy MATs have made contributions to the Facilities Fund enabling the per pupil cost to be further reduced from £207k to £172k. The contributions of secondary schools last year has enabled us to reduce this figure further to £136k for 2023-24 for maintained schools.</p>		£5.42
		(£5.42)
Is the service provided a statutory function? (Please provide detail below if yes)		Yes
		Yes
<p>Facilities time is for 'trade union representatives' i.e. "employees who have been elected or appointed in accordance with the rules of [their] union to be a representative of all or some of the union's members in the particular company or workplace, or agreed group of workplaces where the union is recognised for collective bargaining purposes." (ACAS)</p> <p><u>The legal position:</u></p> <ul style="list-style-type: none"> • "Union representatives have a statutory right to reasonable paid time off from employment to carry out trade union duties and to undertake trade union training." (ACAS) • "You must give appointed [by a trade union] safety representatives the paid time necessary to carry out their functions [and to] undergo training in these functions, as is reasonable under the circumstances." (Health & Safety Executive) <p>There is no definition of "reasonable" other than that it should be enough time for representatives to "perform effectively", taking into account factors such as the size of the organisation and its workforce and the need for workers to be able to access their union representatives.</p>		
How has this proposal been calculated?		
<p>The spend in 2012-13 was £350k. For 2013-14 and 2014-15, Schools' Forum decided that it would de-delegate £238k (Primary phase only) and £0k (Secondary phase). This meant a one-third reduction in the overall funding available to fund facilities time (since 2012-13) and also meant 100% of the central arrangement was funded by the Primary phase. In 2015-16 & 2016-17 & 2017-18, this was reduced to £199k with a slight increase to £202k in the last three years. The total amount has been increased slightly this year to £207k to take into consideration increases in staffing costs.</p>		

The proposal is to request reduced funding for 2023-24 of £136k for the Primary phase and figures have been included for the Secondary phase should they decide to continue their UFT funding. As stated above, in light of MAT contributions and the inclusion of the secondary contribution, the per pupil cost is reduced for maintained schools.

In 2016, The JUP agreed a re-distribution of funding within the unions. This takes account of union membership numbers and a commensurate allocation of facilities time for representatives that reflects those numbers.

**What will be the benefits to schools in Schools Forum agreeing this proposal?
(Please give any details of previous proposals of a similar nature or specific details of requirements such as staffing and services)**

- The benefit to Primary and Secondary schools of agreeing to de-delegate funding is that it will enable a single central arrangement to be administered by the LA on behalf of all contributing, maintained schools in Sandwell. Otherwise individual schools will have to arrange and fund their own negotiations, whilst staff will not have recourse to local officials.
- Local officials have local knowledge and are available quickly. The current 'local officials and a central arrangement' provides a mechanism for resolving issues at a local level that could otherwise escalate.
- Local Union Officials play a key role in updating key policies and guidance documentation through Joint Union Panel meetings (JUP), Central Health and Safety Committee meetings and side panel meetings
- Facilities funding also ensures local casework can involve a local rep, who, unlike regional reps, will usually be available at short notice and have good local knowledge. This frequently enables issues to be resolved more quickly and effectively.

**What will be the impact if School Forum agree to purchase the statutory element of the service only?
(Please give details on the total cost for the year, cost per pupil for each phase, service delivered)**

- The statutory aspect of this policy relates to the facilities time that union representatives are entitled to. Please see below for impact if forum do not agree to the proposal.

What will be the impact if Schools Forum do not agree to this proposal?

- Facilities funding enables the local authority to negotiate directly with trades unions on behalf of all maintained schools. This means individual schools do not have to spend time being involved in a similar process on their own. As a result, this saves both, significant time and money, allowing more to be achieved in the long run.
- The impact would be that LA maintained schools where the governing body is the employer – Trust and Voluntary Aided schools – have sole responsibility for providing “reasonable” union facilities time but may choose to exercise this through participation in a centrally-run system.
- For Community and Voluntary Controlled schools, funding and employer powers rest with governing bodies whilst the LA remains ‘employer of last resort’ – therefore there is a joint responsibility to ensure “reasonable” facilities time.
- If Schools Forum do not agree to fund a central arrangement, each school would become individually responsible for meeting the legal requirement to give union officials

representing their staff reasonable paid time off for their union duties.

- School-level union representatives are not necessarily accredited by their unions to carry out the full range of union duties. If school reps without appropriate accreditation are used to represent members during a dispute this can adversely affect both the member and the school. The union has the responsibility to ensure that the rep is correctly accredited or they leave themselves vulnerable to being sued by their members for incorrect support and advice.
- The loss of area reps, who have local knowledge of and relationship with both members and school leaders would push the work onto the regional reps who do not have those relationships or time to provide the service that the current system allows for.
- The LA would still need to maintain a much smaller 'residual function' covering Community and VC schools ie a central forum for borough-wide policies so funding for this would have to come from reducing funding for other services, as there is no other alternative funding source.

How will the amount be deployed?

Salaries (£)	100% on salaries	The LA would allocate this funding amongst the unions in accordance with the agreed funding formula
Services (£)		
Schools (£)		

How will expenditure be monitored?

- The salaries and on-costs are maintained in a single cost centre and subject to regular monitoring.

How will impact be evaluated?

- The proposed central arrangement enables employers and those with delegated employer responsibilities to fulfil their legal responsibilities in a simple and cost-effective way.
- The arrangement also enables union officials to perform their essential duties as defined by ACAS.
- An outline of the strategic work undertaken by unions over the past year.

Please detail any income generated by the service?

- None. However, income has been received from a number of Academy MATs and this has been re-invested in the Facilities funding allowing for a per pupil reduction in the charge to maintained schools.

DSG DE-DELEGATED PROPOSAL 2023-24			NO: DD4
Title of Proposal	School Improvement Service	Date	September 2022
Lead Officer	Andy Timmins	Contact Tel.	0121 569 8302

Annual Funding Proposal (£)	£150,000	
	Primary	Secondary
Which phase of school does this support (✓)?	Yes	Yes
	Primary	Secondary
What proportion will each phase bear? Please state as an amount per pupil.	£5.11	£5.11
Is the service provided a statutory function? (Please provide detail below if yes)	Yes	No
No		
How has this proposal been calculated?		
The amount requested is a contribution to the current School Improvement Service and would contribute towards the cost of advisory support, including 3 core visits per term to each maintained school.		
What will be the benefits to schools in Schools Forum agreeing this proposal? (Please give any details of previous proposals of a similar nature or specific details of requirements such as staffing and services)		
<p>As a minimum entitlement, all maintained primary, secondary, special schools and PRUs to receive a termly visit from a School Improvement Adviser (SIA). Each visit will have a clear focus and an agenda which has been prepared and sent to schools in advance of the visits. Visits will focus on the school's self-evaluation. Where appropriate, support packages will be developed in discussions between leaders, managers and governors of schools to help schools to improve standards and provision.</p> <p>Benefits:</p> <ul style="list-style-type: none"> • Support school self-evaluation processes offering support and challenge where appropriate to ensure every school is at least a 'good' school using the current Ofsted criteria • Support schools to improve at any stage of their development from inadequate to outstanding • Early identification of those schools that need particular levels of support and those that may be able to offer support to other schools and providers • Target resources to narrow the gap between vulnerable and disadvantaged children and young people and their peers • Take decisive action to address poor performance, by providing a programme of targeted support to enable standards to improve • Promote high standards in education by supporting effective school-to-school collaboration through a range of options including Learning Communities, Learning Hubs and Teaching Schools • Support schools to deliver an appropriate curriculum, including the National Curriculum • Provide support to leadership at all levels including senior and middle leaders as well as governing bodies 		

- Support schools in becoming autonomous, self-evaluating and successful inclusive institutions.
- Support schools by providing up to date information on Ofsted Inspection. Helping schools before, during and after an inspection
- Provide a service of quality assurance to schools relating to all aspects of school improvement
- Support school leaders and governors in recruitment processes
- Support for school improvement costed at a very competitive rate

Through this arrangement, School Improvement Advisers are able to monitor schools and ensure that they can:

- be an evaluative friend: facilitating opportunities for leadership to reflect on the school's performance, identify strengths and priorities for improvement and plan for effective change and improvement;
- provide an external perspective on aspects of the school's performance, development and improvement through joint evaluation activity;
- provide an objective review of the school's performance data by considering its most recent national test results, trends over time, other pupil achievement and well-being data, and the views of pupils, parents and carers and elected councillors;
- discuss and agree priorities for the forthcoming year to ensure that they are suitably ambitious to meet the school's and community's aspirations
- challenge the school on its capacity to improve and its priorities for improvement;
- signpost to effective provision and practice;
- agree the overall school effectiveness category;
- evaluate the impact of any brokered support package

**What will be the impact if School Forum agree to purchase the statutory element of the service only?
(Please give details on the total cost for the year, cost per pupil for each phase, service delivered)**

N/A

What will be the impact if Schools Forum do not agree to this proposal?

- School will need to purchase school improvement support from other providers to provide all the above, which may be less cost-effective

- Potential for individual school performance to decline
- Schools are more likely to slip into Ofsted categories without school improvement support
- Greater responsibility on schools to resolve significant issues which may occur e.g. underperformance or a sudden decline in leadership capacity.
- Reduction in the information advice and guidance that is provided to schools over the year including Ofsted updates.
- Schools will need to find alternative ways to ensure effective quality assurance across all aspects of school improvement including governor support and challenge
- Less effective signposting to effective provision and practice;
- Reduction in guidance for governors

How will the amount be deployed?

Salaries (£)	£150,000	Contribution to the total SIA salaries budget
Services (£)		
Other costs (£)		

How will expenditure be monitored?

- Existing budget meetings with LA finance officers
- Quality assurance of visits to schools by senior officers
- Quality assurance of visit reports by senior officers

How will impact be evaluated?

- End of year performance of schools across the Local Authority
- Outcomes of Ofsted inspections across the year

Please detail any income generated by the service?

- Income will not be directly generated from this funding although the service as a whole generates some additional income through a variety of ways including support to other schools and academies both in Sandwell and in other local authorities.

A2

**SCHOOLS BLOCK - EDUCATION FUNCTION
PROPOSALS**



EDUCATION FUNCTIONS PROPOSAL 2023-24			NO: EF1
Title of Proposal	Education Benefits Service	Date	September 2022
Lead Officer	Sue Moore/Joy Djukic	Contact Tel.	8329
Annual Funding Proposal (£)		2023/24	
		£134,000	
Is the service provided a statutory function? (Please provide detail below if yes)		Yes	No
<p>There is a statutory duty for eligibility for FSM to be checked</p> <p>There is a statutory duty for Home to School transport entitlement to be assessed</p>			
How has this proposal been calculated?			
<p>Reduction in cost resulting from staffing efficiencies and additional schools that have converted to Academy status (who are charged via SLA's.)</p> <p>Calculations based on the number of pupils in maintained schools eligible for FSM's as at October 2022. Funding will be deducted from each school based on the number of pupils eligible for FSM.</p> <p>Academies will be charged separately cost of service per eligible pupil.</p>			
What will be the benefits to schools in Schools Forum agreeing this proposal? (Please give any details of previous proposals of a similar nature or specific details of requirements such as staffing and services)			
<p>The service has been enhanced to support schools to maximise income for schools from Pupil Premium and offer support above and beyond normal service provision. This has been beneficial to schools particularly as it ensures they secure additional funding. However, the removal of Education Service Grant (£2.9m) by DfE has had significant impact on the council's ability to maintain services at the current enhanced level. It is not the council's intention to pass the entire loss of this grant on to schools but will make significant savings to ensure that minimal requests are passed to schools for funding. The Education Funding Agency requires the council to negotiate with schools on the amount that can be held back as a de-delegated proposal for this service. Given the current financial climate the council is proposing that a proportion of these costs are met by schools. The above DSG de-delegated proposal is based on schools contributing to of anticipated costs for financial year commencing Apr 2023.</p> <p>£14.9 million FSM Pupil Premium is received by Sandwell's maintained schools.</p> <p>Administration for FSM eligibility is undertaken by Education Benefits Team and the team's performance targets are to increase FSM eligibility and maximise Pupil Premium for Sandwell Schools.</p> <p>Provides an auditable system to schools that has reduced the bureaucracy for school's administrators regarding FSM eligibility applications</p> <p>a) FSM eligibility is determined and instant eligibility checks done for schools/families, removing requirement for benefit evidence to be produced.</p> <p>b) Education Benefits check for new FSM claims each month to ensure continuous auditable eligibility for schools. Schools are updated weekly, using secure data transfer systems, of new and discontinued eligibility to FSM's</p> <p>c) All administration for the roll out of Universal Credit ensuring schools benefit from accurate</p>			

'protection' period dates to ensure Pupil Premium is maximised. No renewal/checking system for schools to administer.

- d) No need for families to reapply and claim continues until pupil leaves school if parent/carer remains in receipt of eligible benefits. Those families that are not eligible will continue to be checked on a monthly basis so that if circumstances change and they become eligible, school/family will be notified and there will be no need for family to make another application.
- e) Real time updated eligibility to schools.
- f) on-line application facility available for parents/carers
- g) Schools benefit from the increased FSM applications which have been generated by the following initiatives:
 - School Clothing Scheme now generates FSM applications for those families who apply for clothing vouchers and do not have a current live FSM's claim. (395 New FSM apps 21/22 generating £506,000 in Pupil Premium for Sandwell's schools)
- h) Continued awareness campaign and promotion of FSM's at events throughout the Borough.
- i) Universal FSM's for all KS1 pupils – eligibility checks on all KS1 pupils to ensure that all Pupil Premium pupils can be identified for those families entitled to a Universal meal.
- j) Eligibility checks, appeals and policy development for statutory Home to School transport entitlement
- k) Administration of School Clothing Scheme
- l) Administration of Home to School Transport (mainstream)

**What will be the impact if School Forum agree to purchase the statutory element of the service only?
(Please give details on the total cost for the year, cost per pupil for each phase, service delivered)**

What will be the impact if Schools Forum do not agree to this proposal?

Schools will have to administer an auditable system for new FSM applications and all revisions of current applications as they would have no access to the Eligibility Checking System and Inland Revenue support for queries.

Evidence/proof of benefits will need to be obtained by school to determine eligibility for FSM's, Universal meals pupils eligible for Pupil Premium and Early Years Pupil Premium (nursery).

Schools will not benefit from the increased eligibility to FSM created by initiatives managed by the LA/Education Benefits Team (See (g) above)

Loss of expertise and knowledge from the Education Benefits Team who provide an advice/guidance service to schools and families.

School clothing support would need to be administered and managed by schools who would need to set up their own schemes to support low income families who cannot afford to purchase school uniforms.

Schools would need to administer all changes of eligibility and eligibility protection periods within the legislation re the roll out of the Universal Credit benefit scheme.

How will the amount be deployed?

Salaries (£)	134,000	
Services (£)		
Schools (£)		

How will expenditure be monitored?

Ongoing budget monitoring procedures

How will impact be evaluated?

Numbers eligible to FSM's and Pupil Premium generated

Please detail any income generated by the service?

Academies are charged for service and costs to maintained schools are reduced pro rata
Income generated from external customers is offset against costs to reduce costs of service to Sandwell maintained schools.

EDUCATION FUNCTIONS PROPOSAL 2023-24			NO: EF2
Title of Proposal	School Clothing Allowance	Date	September 2022
Lead Officer	Sue Moore/Joy Djukic	Contact Tel.	8329
Annual Funding Proposal (£)		2023-24	
		33k	
Is the service provided a statutory function? (Please provide detail below if yes)		Yes	No
<p>No</p> <p>Sandwell Local Authority (LA) has traditionally provided a contribution towards the purchase of school clothing to parents on a low income with children transferring to, or in, secondary school and to those starting school for the first time, where there is a requirement for them to have a uniform (year reception and years 7 to 11).</p>			
How has this proposal been calculated?			
Cost of £20/£25 vouchers for school uniform issued to low income families entitled to receive FSM.			
What will be the benefits to schools in Schools Forum agreeing this proposal? (Please give any details of previous proposals of a similar nature or specific details of requirements such as staffing and services)			
<p>Assists families most in need of financial support who struggle with the cost of school uniform.</p> <p>Generates FSM application – Criteria is the same as for FSM's and an application is generated by the clothing application thus identifying those who have not made an application for FSM.</p> <p>The scheme captures those families who are unwilling to apply for FSM's but do apply for the clothing voucher.</p> <p>The Clothing Scheme generated 395 new FSM applications in 21/22 and generated £506,000 in Pupil Premium for Sandwell schools (plus continuous payments under Ever 6 regulation and the protected status regulations for Universal Credit benefits).</p>			
What will be the impact if School Forum agree to purchase the statutory element of the service only? (Please give details on the total cost for the year, cost per pupil for each phase, service delivered)			
N/A			
What will be the impact if Schools Forum do not agree to this proposal?			
Schools will not benefit from the additional FSM/Pupil Premium generated by the Sandwell scheme.			
<p>Risks identified</p> <ul style="list-style-type: none"> • May have impact on attendance for those pupils no longer entitled if they are unable to purchase a uniform; • Could result in pupils being unable to purchase a uniform and subject to bullying; • Pupils from low income families in Sandwell would be affected. 			

How will the amount be deployed?		
Salaries (£)		
Services (£)	33k	Clothing vouchers
Schools (£)		
How will expenditure be monitored?		
Secure vouchers issued are monitored on a weekly basis		
How will impact be evaluated?		
Number of new FSM applications /Pupil Premium generated		
Please detail any income generated by the service?		
<p>£506K pupil premium Academies are charged for this service and have not been included in the 33K figure which is for maintained schools only Administration costs are absorbed by the Education Benefits Service</p>		

RESPONSIBILITIES – ALL Schools & Maintained Only

Statutory and regulatory duties

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> • Director of children’s services and personal staff for director (Sch 2, 15a) • Planning for the education service as a whole (Sch 2, 15b) • Revenue budget preparation, preparation of information on income and expenditure relating to education, and external audit relating to education (Sch 2, 22) • Authorisation and monitoring of expenditure not met from schools’ budget shares (Sch 2, 15c) • Formulation and review of local authority schools funding formula (Sch 2, 15d) • Internal audit and other tasks related to the authority’s chief finance officer’s responsibilities under Section 151 of LGA 1972 except duties specifically related to maintained schools (Sch 2, 15e) • Consultation costs relating to non-staffing issues (Sch 2, 19) 	<ul style="list-style-type: none"> • Functions of LA related to best value and provision of advice to governing bodies in procuring goods and services (Sch 2, 58) • Budgeting and accounting functions relating to maintained schools (Sch 2, 74) • Authorisation and monitoring of expenditure in respect of schools which do not have delegated budgets, and related financial administration (Sch 2, 59) • Monitoring of compliance with requirements in relation to the scheme for financing schools and the provision of community facilities by governing bodies (Sch 2, 60) • Internal audit and other tasks related to the authority’s chief finance officer’s responsibilities under Section 151 of LGA 1972 for maintained schools (Sch 2, 61) • Functions made under Section 44 of the 2002 Act (Consistent

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> • Plans involving collaboration with other LA services or public or voluntary bodies (Sch 2, 15f) • Standing Advisory Committees for Religious Education (SACREs) (Sch 2, 17) • Provision of information to or at the request of the Crown other than relating specifically to maintained schools (Sch 2, 21) 	<p>Financial Reporting) (Sch 2, 62)</p> <ul style="list-style-type: none"> • Investigations of employees or potential employees, with or without remuneration to work at or for schools under the direct management of the headteacher or governing body (Sch 2, 63) • Functions related to local government pensions and administration of teachers' pensions in relation to staff working at maintained schools under the direct management of the headteacher or governing body (Sch 2, 64) • Retrospective membership of pension schemes where it would not be appropriate to expect a school to meet the cost (Sch 2, 77) • HR duties, including: advice to schools on the management of staff, pay alterations, conditions of service and composition or organisation of staff (Sch 2, 65); determination of conditions of service for non-teaching staff (Sch 2, 66); appointment or dismissal of employee functions (Sch 2, 68) • Consultation costs relating to staffing (Sch 2, 68)

Responsibilities held for all schools	Responsibilities held for maintained schools only
	<ul style="list-style-type: none"> • Compliance with duties under Health and Safety at Work Act (Sch 2, 69) • Provision of information to or at the request of the Crown relating to schools (Sch 2, 70) • School companies (Sch 2, 71) • Functions under the Equality Act 2010 (Sch 2, 72) • Establish and maintaining computer systems, including data storage (Sch 2, 73) • Appointment of governors and payment of governor expenses (Sch 2, 74)

Table 8a: Central services responsibilities held by local authorities (statutory and regulatory duties)

Education welfare

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> • Functions in relation to the exclusion of pupils from schools, excluding any provision of education to excluded pupils (Sch 2, 20) • School attendance (Sch 2, 16) • Responsibilities regarding the employment of children (Sch 2, 18) 	<ul style="list-style-type: none"> • Inspection of attendance registers (Sch 2, 80)

Table 8b: Central services responsibilities held by local authorities (education welfare)

Asset management

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> • Management of the LA’s capital programme including preparation and review of an asset management plan, and negotiation and management of private finance transactions (Sch 2, 14a) • General landlord duties for all buildings owned by the local authority, including those leased to academies (Sch 2, 14b) 	<ul style="list-style-type: none"> • General landlord duties for all maintained schools (Sch 2, 76a & b (section 542(2)) Education Act 1996; School Premises Regulations 2012) to ensure that school buildings have: <ul style="list-style-type: none"> • appropriate facilities for pupils and staff (including medical and accommodation) • the ability to sustain appropriate loads • reasonable weather resistance • safe escape routes • appropriate acoustic levels • lighting, heating and ventilation which meets the required standards • adequate water supplies and drainage • playing fields of the appropriate standards • General health and safety duty as an employer for employees and others who may be affected (Health and Safety at Work etc.

Responsibilities held for all schools	Responsibilities held for maintained schools only
	Act 1974) <ul style="list-style-type: none"> • Management of the risk from asbestos in community school buildings (Control of Asbestos Regulations 2012)

Table 8c: Central services responsibilities held by local authorities (asset management)

Central support services

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> • No functions 	<ul style="list-style-type: none"> • Clothing grants (Sch 2, 54) • Provision of tuition in music, or on other music-related activities (Sch 2, 55) • Visual, creative and performing arts (Sch 2, 56) • Outdoor education centres (but not centres mainly for the provision of organised games, swimming or athletics) (Sch 2, 57)

Table 8d: Central services responsibilities held by local authorities (central support services)

Premature retirement and redundancy

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> • No functions 	<ul style="list-style-type: none"> • Dismissal or premature retirement when costs cannot be charged to maintained schools (Sch 2, 79)

Table 8e: Central services responsibilities held by local authorities (premature retirement and redundancy)

Monitoring national curriculum assessment

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> No functions 	<ul style="list-style-type: none"> Monitoring of National Curriculum assessments (Sch 2, 76)

Table 8f: Central services responsibilities held by local authorities (monitoring national curriculum assessment)

Therapies

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> No functions 	<ul style="list-style-type: none"> This is now covered in the high needs section of the regulations and does not require schools forum approval

Table 8g: Central services responsibilities held by local authorities (therapies)

Other ongoing duties

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> Licences negotiated centrally by the Secretary of State for all publicly funded schools (Sch 2, 8); this does not require schools forum approval Admissions (Sch 2, 9) Places in independent schools for non-SEN pupils (Sch 2, 10) Remission of boarding fees at maintained schools and academies (Sch 2, 11) Servicing of schools forums (Sch 	<ul style="list-style-type: none"> No functions

Responsibilities held for all schools	Responsibilities held for maintained schools only
<p>2, 12)</p> <ul style="list-style-type: none"> • Back-pay for equal pay claims (Sch 2, 13) • Writing to parents of year 9 pupils about schools with an atypical age of admission, such as UTCs and studio schools, within a reasonable travelling distance (Sch 2,23) 	

Table 8h: Central services responsibilities held by local authorities (other ongoing duties)

Historic commitments

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> • Capital expenditure funded from revenue (Sch 2, 1) • Prudential borrowing costs (Sch 2, 2(a)) • Termination of employment costs (Sch 2, 2(b)) • Contribution to combined budgets (Sch 2, 2(c)) 	<ul style="list-style-type: none"> • No functions

Table 8i: Central services responsibilities held by local authorities (historic commitments)

Additional note on central services

Services set out in the tables above will also include administrative costs and overheads relating to these services (regulation 1(4)) for:

- expenditure related to functions imposed by or under Chapter 4 of Part 2 of the 1998 Act (financing of maintained schools), the administration of grants to the authority (including preparation of applications) and, where it's the authority's duty to do so, ensuring payments are made in respect of taxation, national insurance and superannuation contributions
- expenditure on recruitment, training, continuing professional development, performance management and personnel management of staff who are funded by expenditure not met from schools' budget shares and who are paid for services
- expenditure in relation to the investigation and resolution of complaints
- expenditure on legal services