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**Service Director – Legal, Governance and
Commissioning**

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Thursday 20 June 2019

Notice of Meeting

Dear Member

Kirklees Schools Forum

The **Kirklees Schools Forum** will meet in the **Tolson Museum, Ravensknowle Park, Wakefield Road, Moldgreen, Huddersfield, HD5 8DJ** at **10.00 am** on **Friday 28 June 2019**.

The items which will be discussed are described in the agenda and there are reports attached which give more details.

A handwritten signature in black ink, appearing to read "Julie Muscroft".

Julie Muscroft

Service Director – Legal, Governance and Commissioning

Kirklees Council advocates openness and transparency as part of its democratic processes. Anyone wishing to record (film or audio) the public parts of the meeting should inform the Chair/Clerk of their intentions prior to the meeting.

The Kirklees Schools Forum members are:-

Member

Julie Helm, Nursery Schools
Louise Brown, Primary Schools
Diana Wilson, Primary Schools
Marcus Newby, Primary Schools
Claire Minogue, Primary Schools
Jenny Shore, Primary Schools
Anne Lawton, Maintained Special Schools
Martin Ridge, Pupil Referral Units (Vice chair)
Michelle Lee, Academies (Chair)
Catherine Jubbs (Academy)
Sarah Wilson, Special Academies
Paul Davies, School Governor Rep
Kirsty Joslin (Academy)

Non-school members

Gillian Collins, ATL
Hazel Danson, NUT
Paula Wescott, NAS/UWT

Supporting LA officers in attendance:

David Gearing, Financial Delegation Manager & Minute Clerk

Agenda

Reports or Explanatory Notes Attached

Pages

- | | | |
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| 1: | Apologies for absence | |
| 2: | Minutes of the Forum meeting held on 8th March 2019 | 1 - 6 |
| 3: | Matters arising from the 8th March 2019 | |
| 4: | Kirklees Education & Learning Partnership Board
(standing item)

KELPB members | |
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- | | | |
|-----------|---|-------|
| 5: | 2018-19 Dedicated Schools Grant Outturn

<ul style="list-style-type: none">• Closedown summary• 'Reorganisation' pressures• Roll-over decisions
David Gearing | 7 - 8 |
|-----------|---|-------|
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- | | | |
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| 6: | Any other business | |
| 7: | Confirm minutes | |
| 8: | Date and time of next meeting

To be confirmed. | |
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THE KIRKLEES SCHOOLS FORUM

meeting held on **Friday 8th March 2019**

10:00am at the Tolson Museum, Huddersfield

Present:

	Nursery School Heads (1)
Louise Brown, Claire Minogue, Diana Wilson	Primary School Heads (5)
Karen Colligan, Jennifer Templar	High School Heads (2)
	Special School Heads (1)
Sarah Wilson	Special Academy Heads (1)
Darren Christian, Catherine Jubbs, Michelle Lee [Chair]	Academy Heads (3)
Martin Ridge	Pupil Referral Units (1)
Paul Davies	Kirklees Governors (1)
Gillian Collins (NEU – ATL section), Carmen Gonzalez (Post-16 sector), Paula Wescott (NASUWT)	Non-school members (5)
David Gearing (Financial Delegation Manager); [Minute Clerk] Natalie McSheffrey (Schools & Settings Relationship Manager) Harkireet Sohel (Head of Service – Outcomes for Children) Martin Wilby (Senior Strategic Manager – Education Places and Access)	Officers in Support
	Observers

1. Apologies for absence

Apologies had been received from Kath Duffy (Pre-School Learning Alliance), Hazel Danson (NEU – NUT section), Julie Helm (Nursery Schools), Anne Lawton (Special Schools), Marcus Newby (Primary Heads), Jo-Anne Sanders (Service Director – Learning & Early Support) and Jenny Shore (Primary Heads).

2. Minutes of the Schools Forum Public meeting held on 30th November 2018

The minutes were agreed to be a true record of the meeting.

3. Matters arising from the Schools Forum Public meeting 30th November

Nothing was raised.

4. Kirklees Education & Learning Partnership Board (standing item)

Notes from the E & LPB meeting held on 13th February were circulated.

Gerald Hay, the chief executive of Calderdale & Kirklees Careers, attended to provide details of what the service offers to schools, colleges, the local authority and local employers. Keith Henshall, Head of Health Improvement from Public Health attended to help the Board consider an alternative approach to the distribution of the £360k of capital funding available in the Healthy Pupil Capital Fund. Harkireet Sohel and Emma Brayford led an interactive session on local education outcomes. The Director for Children's Services will be developing a five year learning improvement strategy alongside the E & LPB and relevant portfolio holders for publication next term. Mandy Cameron updated the Board on the forthcoming peer review of SEND arrangements. An update on the Early Support launch was given by Michelle Wheatcroft, Head of Service, Early Support.

The next E & LPB meeting is set for Wednesday 13th March when the agenda will include an item on the 2021 SATS process which coincides with Eid and updates on both the Apprenticeship Levy and the Learning Strategy.

Concerns were expressed about the latest thinking on how to distribute the Healthy Pupil Capital Fund – the E & LPB notes mention a £40k allocation for each of nine hub areas with each hub collective to propose a small number of projects per collective to maximise the local impact of the funding. Dividing money amongst the hubs was viewed as problematic by some around the table – the hubs are uneven in terms of the numbers of pupils covered by each so an equal division does not make sense. The presence of academies within the hubs was also raised as an issue as they will already have received a direct HPCF allocation. A working group is still looking at this with a view to pulling together guidance proposals to present to the Schools Forum and the Integrated Commissioning Group.

5. Details of the 2019-20 DSG settlement and the shape of school funding for 2019-20

The 2019-20 Dedicated Schools Grant settlement

Details of the 2019-20 Dedicated Schools Grant settlement for Kirklees and how it compares to the previous funding year were presented to the meeting.

a) Schools Block

The Schools funding block has increased from £287.3m in 2018-19 to £293.5m for 2019-20, a rise of around £6.2m. This increase is a combination of an overall rise in the number of pupils being educated in Kirklees and the effect of a second 0.5% minimum increase in per pupil funding. [This second 0.5% per pupil increase is actually expressed as a 1% rise on 2017-18 individual school per pupil baselines].

b) Growth provision in the Schools Block

The new formula-based method for including an element of funding for future pupil growth within the settlement has provided more growth funding to Kirklees than before – an increase from £1.07m in 2018-19 to £1.76m in 2019-20. The majority of these funds, it is proposed, will be committed to the continued operation of a Pupil Growth Fund (£600k) and to include estimates within the funding submission of the next new year group intake at September 2019 for those new school provisions which are still adding a year group from the start of each academic year. It is also proposed that the new element of growth funding (£698,500) is retained centrally.

c) Central Schools Services Block

Kirklees' CSSB allocation has fallen slightly in comparison to last year – from £2.34m in 2018-19 to £2.30m in 2019-20. This is in line with the transitional path to Kirklees' eventual national funding formula outcome for the CSSB, although the drop has been mitigated slightly by an overall rise in pupil numbers. The allocation still includes a separate sum of £170,400 in respect of historic ongoing teacher pension costs taken on by the DSG.

d) Early Years Block

Kirklees' Early Years Block funding has fallen from £28.70m in 2018-19 to £28.09m for 2019-20. There has been a fall between years in the numbers of 3 and 4 year old children accessing the universal 15 hours of free nursery entitlement and also in the numbers of disadvantaged two year olds accessing the same entitlement, with a knock-on effect on the amount of early years pupil premium received. On the plus side, the number of children

accessing the extended offer to 30 hours per week has increased and there have been modest increases too to the Early Years Disability Access funding and to the maintained nursery school supplement figure (in respect of Flatts Nursery School).

e) High Needs Block

The starting position for the High Needs Block allocation to Kirklees has increased to £36.99m for 2019-20 from £34.78m in 2018-19. The NFF outcome for Kirklees' High Needs Block promised to deliver an annual increase of around £1m each year starting from 2017-18 onwards for a period of seven years. However, the Secretary of State for Education recently announced additional high needs funding for both 2018-19 and 2019-20. In each of these years Kirklees will receive an additional £1.04m. So our High Needs funding has actually increased by £2.21m compared to the original 2018-19 allocation – comprised of the original £1m increase, the new £1.04m released by the Secretary of State and a volume-related rise of around £0.17m. The additional funding will obviously help to mitigate some pressure within the High Needs account but, for context, this means that the 2018-19 overspend is initially likely to be £7m rather than £8m!

The shape of (mainstream) School funding for 2019-20

An analysis comparing the 2019-20 schools funding allocation with the previous year's figures was circulated to the meeting. At a previous Forum meeting there had been some discussion about how to complete the final stages of the calculations, particularly around the setting of a value for the lump sum given the temporary addition of £13,282 to the NFF lump sum value in the 2018-19 distribution. Subsequent work on the APT revealed that the 1% cash floor protection factor did not get near to using all the remaining unallocated funds – around £1.8m was still uncommitted. The Minimum Funding Guarantee mechanism could not provide a solution to allocating this sum so, once again, an additional amount has had to be added in 2019-20 to the NFF lump sum value of £110,000. At £10,814 per school the addition does at least represent a modest move in the direction of the NFF compared to the year before.

Due to the inclusion in the settlement of funding to deliver a second 0.5% minimum per pupil increase on 2017-18 individual school baselines, the total funding allocated to local schools has moved further away from the pure NFF outcome in 2019-20. Cash protection in the allocation in 2018-19 stood at £11.8m in total and this rises to £14.5m for 2019-20.

6. Budget retention and de-delegation decisions for 2019-20 and Cabinet approval

The response to the recent consultation on budget retention proposals for 2019-20 had been disappointing, with only three formal responses received. One primary school representative reported that 'soundings' had been taken at a recent head teachers meeting which revealed no interest in making changes to what had been proposed. There is no evident mandate for making any changes for FY 2019-20 so Forum was asked to approve the proposals as drafted for 2019-20. The following tables show the pattern of budget retention and de-delegation agreed.

Central School Services Block 2019-20

Budget provision	Proposed level	Notes
Servicing of the Schools Forum	£31,000	Unchanged from 2018-19
Historic DSG pension commitments	£170,400	Fixed funding level provided by ESFA as a 'historic commitment'
Pupil Admissions Service	£401,900	Unchanged
School Organisation & Planning	£139,600	Unchanged
School Reorganisation Support	£292,000	Unchanged
National Copyright Licence charge	£323,500	Forum approval not required. Budget level affected by volume change in pupil numbers and inflation
Former Education Services Grant retained duties for all children	£943,300	Statutory and regulatory duties upon the Council for all school-age children. Amount reduced from £994,800 due to lower CSSB allocation in 19-20 and increased Copyright Licence charge.
TOTAL	£2,301,700	[Matches the total CSSB allocation 2019-20]

'Growth' funding within the Schools Block 2019-20

Budget provision	Proposed level	Notes
Pupil Growth Fund	£600,000	Unchanged from 2018-19
Falling Rolls Fund	Removed	Fund removed given that the ESFA criteria effectively mitigate against the Fund ever making an allocation.
Future pupil growth	£698,500	Retention of the new element of growth monies within the PGF to continue to provide support for ongoing school reorganisations and restructures and to support necessary future changes.
TOTAL	£1,298,500	

Funding retained within the Early Years Block 2019-20

Budget provision	Proposed level	Notes
Early Learning and Childcare	£585,000	Free Early Education & Childcare Team – funding to providers, free entitlement place sufficiency, supporting standards of delivery
Back office / management costs	£71,200	Finance, Payroll, HR, Legal, IT etc
Inclusion Support	£40,400	Contribution to the Inclusion Officer team
Miscellaneous	£12,000	Contribution to admissions, maternity, union duties etc
TOTAL	£708,600	

De-delegation 2019-20 (maintained mainstream schools only)

Budget	Primary per pupil	Secondary per pupil	Notes
Schools Contingency	-(£13.29)	-(£16.65)	Rates unchanged
Free School Meals eligibility checks	-(£1.03)	-(£1.29)	Rates unchanged
Maternity, paternity and adoptive leave	-(£29.32)	-(£29.32)	Rates increased from 2018-19 to address the persistent overspend level present in this account.
Trade Union facilities time	-(£5.72)	£0	Rates unchanged, Secondary sector to continue to not de-delegate. [Would be £5.72 per pupil if de-delegated]
Public Duties	-(£0.16)	-(£0.20)	Rates unchanged
International New Arrivals	-(£1.58)	-(£1.98)	Rates unchanged
School Improvement Commissioning	-(£4.50)	-(£12.01)	Rates unchanged
TOTALS	-(£55.60)	-(£61.45)	

School Funding 2019-20 Cabinet Report

It was reported that the recommendations in the 2019-20 report to Cabinet on school funding had been approved at their meeting of 29th January 2019.

7. Any other business

No other business was raised.

8. Date and time of next meeting

Friday 28th June 2019

Venue: Tolson Museum

Start: 10:00am

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DSG outturn 2018/19						
	DSG	Rollover	estimated EY	Adjusted	DSG	Variance
	budget 18/19	from 17/18	adjust for 2019	budget	outturn	
			census	18/19		
	£k	£k	£k	£k	£k	£k
Learning						
TQI	34.0			34.0	34.0	0.0
Schools Forum Commissioning	255.1			255.1	255.1	0.0
Learning Early Years	585.0			585.0	585.0	0.0
2 Year Old Funding	4,574.2	248.0	-124.1	4,698.1	4,695.1	-3.0
PVI Formula Funding - 3&4 year olds	15,697.8		-19.4	15,678.4	15,110.2	-568.2
Disability Access Fund	81.0			81.0	48.0	-33.0
Traded Learning Service	82.0			82.0	23.0	-59.0
International New Arrivals	71.8			71.8	55.3	-16.5
Portex, Portage & ICAN	186.3			186.3	173.2	-13.1
Specialist Provision Co-ordination	760.9			760.9	462.0	-298.9
Education of Looked After Children	39.7			39.7	39.7	0.0
Resources for Statements in Mainstream	230.0			230.0	230.0	0.0
SEN Assessment & Commissioning	165.0			165.0	165.0	0.0
Schools Organisation & Planning	131.0			131.0	131.0	0.0
School Admissions	389.0			389.0	389.0	0.0
SLAs	170.8			170.8	170.8	0.0
Totals	23,453.6	248.0	-143.5	23,558.1	22,566.4	-991.7

School Budgets

FE High Needs allocation	804.8			804.8	2,538.7	1,733.9
Primary PRU	575.9			575.9	575.9	0.0
Secondary PRU	1,312.9			1,312.9	1,312.9	0.0
BESD and Exclusions	855.4			855.4	258.5	-596.9
Independent School Fees	2,513.0			2,513.0	5,805.1	3,292.1
ISB & ISSB	219,114.9			219,114.9	219,114.9	0.0
Pupil Premium Grant	-12,770.2			-12,770.2	-12,770.2	0.0
Early Years Pupil Premium	159.4		28.4	187.8	226.0	38.2
Year 7 Catch Up Premium	-203.5			-203.5	-203.5	0.0
EFA 6th Form Grant	-822.8			-822.8	-822.8	0.0
LMS Contingency	1,486.0	491.8		1,977.8	1,862.1	-115.7 r/f
SEN Contingency	4,443.7			4,443.7	8,658.8	4,215.1
Cover	0.0	-79.0		-79.0	45.7	124.7 r/f
Maternity Leave	765.5			765.5	1,337.0	571.5
Public/Union	204.4			204.4	314.6	110.2
Schools Forum	31.0			31.0	1.1	-29.9
School Reorganisations	292.0			292.0	580.9	288.9 r/f
Premature Retirements	180.4			180.4	180.4	0.0
Protection of Employees	0.0			0.0	0.0	0.0
Copyright Licences	299.6			299.6	311.0	11.4
PPP1	-2,191.3			-2,191.3	-2,191.3	0.0
PPP2	276.0			276.0	164.7	-111.3
Finance Service / HR / Catering SLAs	308.0			308.0	203.2	-104.8
ESG retained duties	986.3			986.3	986.3	0.0
Totals	218,621.4	412.8	28.4	219,062.6	228,490.0	9,427.4

Overall total	242,075.0	660.8	-115.1	242,620.7	251,056.4	8,435.7
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High Needs	8,057.1
Early Years	-566.0
Schools Block / CSS Block	944.6
	8,435.7

Proposed balances to carry forward to 2019/20 in the DSG Grant Reserve account:

	<u>£k</u>
Early Years	566.0
Schools Block / CSS Block	<u>-297.9</u>
	<u>268.1</u>

Check how much is uncommitted
Contingency / Cover / School Reorganisation

Balance of Schools / CSS Block overspending (£646.7k) funded from use of balances (set aside re Early Years, Pupil Premium & Recoupment).

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