



SCHOOL FORUM

MEETING ON THURSDAY 7TH FEBRUARY 2019

08:30 at Witton Park CLC

AGENDA

1. WELCOME TO NEW MEMBERS AND INTRODUCTIONS
2. MINUTES OF THE PREVIOUS MEETING – held on 10th January 2019
3. MATTERS ARISING
4. HIGH NEEDS FUNDING FOR 2019-20 – Paper attached
5. EARLY YEARS FUNDING FOR 2019-20 – Paper attached
6. CENTRAL SERVICES FOR SCHOOLS FUNDING FOR 2019-20 – Paper attached
7. SUMMARY OF DSG ALLOCATION OF FUNDING FOR 2019-20 – Paper attached
8. ANY OTHER BUSINESS
9. DATES FOR 2018-19 AND 2019-20 ACADEMIC YEAR MEETINGS
 - 23 May 2019
 - 11 July 2019
 - 19 September 2019
 - 21 November 2019
 - 16 January 2020
 - 6 February 2020

Prepared by: Schools & Education Finance Team



SCHOOLS FORUM MEETING MINUTES

HELD ON 10 JANUARY 2019

08:30am

Witton Park CLC

Position	Attendee	22 Nov 2018	10 Jan 2019	7 Feb 2019	May 2019	July 2019	
Chairing the meeting							
Chair	Brian Peacock	✓	✓				
Vice Chair	Diane Atkinson	✓	✓				
18 School Members	Appointed Members	Meetings attended					
8 Maintained schools reps – 1 Secondary; 4 Primary; 1 Special; 12 Nursery and 1 PRU Headteacher places							
Secondary Headteacher	Diane Atkinson	✓	✓				
Primary Headteacher	Elizabeth Hargreaves	✓	✓				
Primary Headteacher	Susan Aldred	✓	✓				
Primary Headteacher	Michelle Smith	✓	✓				
Primary Headteacher	Carolyn Morris	✓	✓				
Special Headteacher	Geoff Fitzpatrick	✓	✓				
Nursery Headteacher	Gillian Crompton	✓	✓				
PRU Headteacher	Jo Siddle	✓	✓				
1 Free School reps							
Free School	Julia Bradley from Jan 19	Vacant	✓				
4 Governors – 1 Secondary and 3 Primary Governors							
Secondary Governor	Helen Holden to Nov 18	✓					
	Vacant		Vacant				
Primary Governor	Brian Peacock	✓	✓				
Primary Governor	Pauline Lovick	✓	✓				
Primary Governor	Helen Holden from Jan 19	Vacant	✓				
Academy reps - 2 Secondary, 1 Primary, 1 Special and 1 Alternative Provision							
Secondary Academy	Dean Logan	✓	✓				
Secondary Academy	Brendan Loughran	Vacant	Vacant				
Primary Academy	Donna Simpson	A	✓				
Special Academy	John McDonald from Jan 19	Vacant	A				
Alt' Provision Academy	Gary Holding	x	✓				
Non School Members – 1 Teacher Unions, 1 Non-Teaching Unions, 1 Post 16 FE College and 1 Early Years Provider							
Teacher Unions	Simon Jones	A	A				
Non-Teaching Unions	Paul Crewe	✓	✓				
Post 16 FE College	VACANT						
Early Years Provider	Tracy Ellett	A	A				
School Forum Members present		13	16				
<i>Quorate 40% of filled posts</i>		<i>8</i>	<i>8</i>				
In Attendance							
LA Officers	Adam Clarkson	✓	✓				
LA Officers	Kirsten Reid	✓	✓				
LA Officers	Jayne Ivory/Carol Grimshaw	A	✓				
LA Officers	Safiyya Mulla	✓	✓				
Council Members	Cllr Maureen Bateson	✓	A				
Total		4	4				

1. Welcome and Introductions

Brian Peacock (Chair) welcomed everyone to the meeting. Brian apologised for the short turnaround of the meeting and sending out of paperwork. Everyone introduced themselves. Julia Bradley was welcomed to her first meeting.

Also in attendance as observers: Vicky Allen; Caroline Richens

2. Apologies for absence

Apologies were received from Cllr Maureen Bateson, Jayne Ivory and Simon Jones

3. Minutes from the previous meeting

It was agreed that the minutes from 22nd November 2018 be accepted as a true and accurate record of the meeting.

4. Matters Arising

KR apologised to Gary Holding for the meeting invite being sent to his old email address for the September and November 2018 meetings.

Transport matter brought forward from November meeting:

Chair asked about the task group on transport. Jayne Ivory would be reporting on this. Members are waiting to be contacted by Jayne Ivory. Cllr Bateson said there is a review ongoing.

DA asked for details on expenditure for transport funding going in and out of borough. KR replied this is part of the review.

5. Vacancies for 2018-19 academic year (verbal)

KR had nothing further to update on vacancies to members. Members have agreed to wait till April 2019 to review the Secondary Academy vacancy.

No further update on the vacancy for Secondary Governor role.

6. Revised DSG allocation for 2019-20 (paper)

School Forum members noted the report of the details of funding announced by the DfE on 21st December 2018.

7. School block funding for 2019-20 (paper)

KR went through the report for the School block funding for 2019-2020.

In February, Forum will review the budget allocations for Early Years, High Needs and Central Services to Schools block. At the moment we are looking at School Block funding for requirements. The figures are highlighted in the report which shows the average per pupil funding for 4 different models for each phase. The average would be higher for the primary schools under the Local Funding Formula and higher for secondary schools under

National Funding Formula. The different models aim to balance the School needs and the Council needs. The members of the Schools Forum discussed the impact of the various options under review.

School members and Early Years representatives noted the LA proposal to calculate delegated schools budgets detailed in this report.

School representatives were asked to formally approve the schools budget on either the Local Funding formula or the National Funding Formula as detailed in this report. The vote for Local Funding Formula received 14 votes. The votes for National Funding Formula had 0 votes. It was a unanimous decision. The votes for Local Funding Formula 1 had 8 votes. The Local Funding Formula 2 had 5 votes. There was 1 abstention. KR mentioned the report will be sent to DfE end of next week.

The costs to provide the Trade Union facility time are relatively high. KR mentioned, as discussed in previous meetings the aim is to bring the rate down closer to the National benchmark. The supply rate has been revised to £190 per day based on LM6. Based on guidelines written in 2013 by unions, Leadership Union representatives should receive rate which reflects their leadership role. A question was asked if KR had looked at what each Union has claimed. KR responded no as there is nothing in the pot. Members have asked for the expenditure on union facility time to be closely monitored and suggested that monthly returns should include an indication of the time spent on categories of activity. KR will bring the year-end figures for the Trade Union facilities at the May meeting after the year end.

Free School Meal de-delegation will be staying at the same rate. Teaching and Non-Teaching Maternity cover will also stay the same rate. The yearend meeting in May 2019 will review the net cost of these de-delegated activities.

Maintained primary and secondary school representatives were asked to formally approve the de-delegations of funding from schools block for the relevant budgets detailed in this report for their sector. The approval is for one year only and a full review and consultation is required prior to the agreement of 2020-21 funding arrangements.

The vote for reducing Trade Union staff costs to £5.88 had 0 votes. The vote for alternative Trade Union staff costs for £7.30 had 4 votes. There were 2 abstentions.

There were 7 votes for the Free School Meals and Maternity staff costs. It was a unanimous decision.

Maintained primary and secondary school representatives were asked to formally approve the education functions funding from schools block detailed in this report for their sector. There were 6 votes. It was a unanimous decision.

8. High Needs Block funding for 2019-20 (paper)

KR updated the members. . The High Needs block funding for 19-20 will continue to fund the EHCP and IPRAS and commission places in special and alternative provision schools. Resource provisions are within the school funding. The provision of commissioned places was reviewed including the places in the resourced provisions. KR will update and bring the revised figures to the next meeting.

School Forum members were asked to note and comment on the LA's initial proposals on High Needs Block for 2019-20. All members were happy with the report.

9. AOB

KR will send members the estimated figures for next year.

All agreed for KR to look at dates for May and July and for KR to send to members.

Members thanked KR for her hard work.

10. Date and time of next meeting

Next Schools Forum Meeting will be Thursday 7th February 2019, 8:30am, at Witton Park CLC

Chair closed the meeting and thanked everyone for attending.

SCHOOL FORUM - BRIEFING PAPER

HIGH NEEDS BLOCK FUNDING ARRANGEMENTS FOR THE 2019-20 FINANCIAL YEAR

1. Purpose

- 1.1. To provide Schools Forum with an overview of the high needs block funding arrangements for 2019-20.

2. Recommendations

- 2.1. Schools forum members are asked to note and comment on the Local Authority's proposals on high needs block funding arrangements.**

3. Background

- 3.1. The national funding formula is calculated by combining basic building blocks to determine an allocation for each local authority. The basic building blocks are:
- 3.1.1. Basic entitlement £4,000 per pupil in special schools and special academies in the LA
 - 3.1.2. Historic spend
 - 3.1.3. Proxy factors – population, disability living allowance, children in bad health, KS2 and KS4 low attainment, free school meals and IDACI
 - 3.1.4. Funding floor factor
 - 3.1.5. Hospital education funding
 - 3.1.6. Import/export adjustment with other LA's
- 3.2. An area cost adjustment is applied to the basic entitlement and proxy indicators. In Blackburn with Darwen the factor is 1.
- 3.3. The table below summarises the funding available to the LA to provide for high needs services during 2019-20.

High Needs Block 19-20 Summary table

	Rate	No of pupils 2019-20	Settlement 2019-20 £
Per pupil unit	£4,000	302	1,208,000
Actual 19-20 allocation			17,985,868
Import/export adjustment based on January 2018 census			-60,000
Additional needs allocation			397,760
Allocation before direct funding			19,531,628
Less direct funding			-1,187,992
Total high needs allocation			18,343,636

3.4. The adjustments for the direct funding of places is itemised in the table below.

High Needs Block 19-20 places and deductions Summary table

	No of places	Rate	£
Mainstream Academies - SEN units & Resourced Provision			
Pre 16 SEN places – occupied	6	£6,000	36,000
Pre 16 SEN places - vacant	4	£10,000	40,000
Maintained Special Schools			
Post 16 SEN places – pro-rated for April to July 19 only.	24	£3,333	79,992
Special academies and Free Schools			
Pre 16 SEN places	42	£10,000	420,000
Further Education and ILP			
Direct funding	102	£6,000	612,000
Total high needs deductions			1,187,992

4. Proposals for the 2019-20 high needs block arrangements

4.1. The funding for pupils with special educational needs in special units or resourced provision in mainstream schools has been transferred to the schools block and is allocated through funding formula. The pupil numbers were increased to include places in the resourced provisions. The basis of allocating funds to the settings and support services remains unchanged from prior years.

4.2. The high needs block gross expenditure can be broken down into five specific areas:

- 4.2.1. Local maintained specialist place settings
- 4.2.2. Alternative provision
- 4.2.3. Post 16 high needs settings
- 4.2.4. Top-up funding to all settings
- 4.2.5. Centrally provided high needs support services and non-delegated budgets

5. LA maintained specialist settings including post 16

5.1. The places in Local Authority maintained specialist settings will continue to be funded based on the £10,000 per place funding system together with top-up funding as appropriate for each occupied place.

5.2. The current estimated number of places required in these settings is estimated as 281 (249 for 2018-19). The split by school is as set out below. Adjustments for special school and post 16 funding are included in paragraph 3.4 above.

- 5.2.1. Crosshill 65, plus 4 post 16 places
- 5.2.2. Newfield 150 plus 20 post 16 places
- 5.2.3. Eden Special School 42 places

5.3. There are 34 resourced provision places included in the schools budget shares, 15 at St Cuthbert's; 4 at St Wilfrid's and a further 15 places at Lower Darwen.

5.4. For post 16 places colleges and Further Education settings are funded on an agreed place basis, dependant on the requirements in each year.

6. Alternative provision

6.1. The places in alternative provision settings will continue to be funded based on the £10,000 per place funding system together with top-up funding as appropriate for each occupied place.

6.2. The current estimated number of places required in these settings is estimated as 285 for 2019-20. The split by school is as follows:

6.2.1. St Thomas PRU 165

6.2.2. The Heights 120

7. Top up funding

7.1. Where additional funding has been approved in line with Blackburn with Darwen current policy, top up funds are available per occupied place. Element 2 and Element 3 funding is based on the requirements of each pupil.

8. Centrally provided high needs support services and service modernisation budgets

8.1. The LA provides a number of services and support to SEN pupils. Expenditure includes, but is not limited to:

8.1.1. Independent special schools on a per pupil basis

8.1.2. SEND support services

8.1.3. Equipment and adaptations

8.1.4. SENDIAS functions

9. Summary

9.1. To summarise the planned expenditure for the 2019-20 high needs budget is set out in the table below.

Summary table for high needs funding for 2019-20

Settings	Place funding	Top up funding	Other funding	Total
All Primary schools		2,843,200		2,843,200
All secondary schools		851,300		851,300
Special schools	2,150,000	2,743,700		4,893,700
Resourced provision		46,500		46,500
Alternative provision	1,650,000	555,700		2,205,700

Central support services			6,868,600	6,868,600
Service modernisation etc			1,680,300	1,680,300
Total	3,800,000	7,040,400	8,643,400	19,389,300

9.2. The high needs block allocation for 2019-20 is £18,961,600, inclusive of estimated £618,000 transfer from schools block, which results in an estimated shortfall during the year of £427,700. The balance will be covered by use of available reserves.

The School and Education Finance Team
January 2019

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SCHOOL FORUM - BRIEFING PAPER

EARLY YEARS BLOCK FUNDING ARRANGEMENTS FOR THE 2019-20 FINANCIAL YEAR

1. Purpose

1.1. To give the Schools Forum an overview of the early years block funding arrangements for 2019-20.

2. Recommendations

2.1. Schools Forum members are asked to note and comment on the early years block arrangements for 2019-20 as detailed in this report.

2.2. Schools Forum members are asked to approve the centrally retained funds for early years in 2019-20 as detailed in this report.

3. Background

3.1. At the last meeting held on 10th January 2019 the Schools Forum was advised of the settlement for the Local Authority, including the amount to be received for the early year's block, (£11.384M compared to (£11.610M in 2018-19 revised to £11.429M in July 2018). As in previous years the early years block allocations are initial and based on Schools, Early Years and Alternative Provision censuses data from January 2018. These allocations will be updated based on January 2019 and January 2020 census data. The paper also set out the breakdown of the early year's block funding. This is repeated in the table below.

Early Years Block 19/20 Summary table

Based on 570 hours per year	Funding rate per hour	Part Time Equivalent nos 19/20	2019-20 £	2018-19 £
3 & 4 year olds funding entitlement (initial)	£4.62	2,728.52	7,182,667	7,509,643
3 & 4 year old additional 15 hours (est')	£4.62	765.25	2,015,209	1,620,077
2 year old funding entitlement	£5.20	639.69	1,896,036	2,106,782
Early years pupil premium (initial)			90,630	139,610
Disability access fund			39,975	45,510
Maintained schools supplementary funding			159,348	188,442
Total early years allocation			11,383,865	11,610,064

3.2. The Local Authority has now developed budgets for 2019-20, in line with the requirements of the DfE to fund early years services for the 2019-20 financial year. These are set out in this report to enable the Schools Forum to review the bases of funding and for their comments on the budgets to be considered.

3.3. The 2019-20 financial year consists of 38 term weeks compared to 40 weeks in 2018-19. Funding from DfE is based on 570 hours per year ie 38 weeks of 15 hours per week.

Settings account for the variance in weeks through the reserves that they hold which will be consistent with DfE data in the coming financial year.

4. Requirements for funding allocated to settings for 2019-20

- 4.1. Requirements for early years entitlements re local authority funding of providers are set out in the operational guides prepared for each financial year by the Education and Skills Funding agency. The key points that the LA is required to follow in 2019-20 guidance are;
- 4.1.1. Set a single funding rate including the same base rate and supplements for both entitlements for three and four year olds for the universal 15 hours and the additional 15 hours for working parents.
 - 4.1.2. Must plan to pass on at least 95% of their 3&4 year old funding directly to providers to deliver the three and four year old entitlements. This is measured by the pass through rate. In 2018-19 the rate was also 95% and it is understood that this rate will continue to be applied in future years. LA's may request that the 95% requirement be disapplied in specific, exceptional circumstances. Blackburn with Darwen has not made a disapplication request for 2019-20.
 - 4.1.3. Must now use a universal base rate for all types of provider in their local three and four year old formula including for Maintained Nursery Schools.
 - 4.1.4. May continue to use "lump sums" to distribute additional funding to Maintained Nursery Schools.
 - 4.1.5. Must use a deprivation supplement in the local three and four year old formula. Any other supplements must fall into one of the allowable categories.
 - 4.1.6. Must not channel more than 10% of their funding for three and four year olds through supplements.
 - 4.1.7. Must provide a Special Educational Needs Inclusion Fund (SENiF) for three and four year olds.
 - 4.1.8. Must pass on the Early Years Pupil Premium and the Disabled Access Fund in full to providers of eligible three and four year olds.
- 4.2. For two year olds there are fewer requirements. There is no pass through rate requirement as it has been demonstrated that the vast majority of such funding is passed on by local authorities to providers. There are no compulsory supplements for two year olds and local authorities are encouraged to fund providers on a flat hourly rate for all providers. Local authorities do not need to establish a SENiF for two year olds.
- 4.3. Blackburn with Darwen LA has complied with these requirements in its funding proposals for early years in 2019-20. These key points are monitored through the S251 process

and via provision. There is, at present, no indication that the lump sums available to Maintained Nursery Schools will continue in subsequent years.

5. Funding proposals for two, three and four year olds.

5.1. The table below summaries the proposed hourly rates to be used for all settings including maintained nursery schools.

Summary of early years hourly rates proposed for 2019-20

All provision settings	Universal 15 hours	Additional 15 hours	Base Rate
2 year old rates 19-20			£4.90
2 year old rates 18-19			£4.90
3 & 4 year old rates 19-20	£4.24	£4.24	
3 & 4 year old rates 18-19	£4.24	£4.24	

5.2. The table below summaries the proposed supplement rates to be used for all settings including maintained nursery schools for three and four year olds.

Summary of early years hourly supplement rates proposed for 2019-20

All provision settings	Rates per hour 19-20	Rates per hour 18-19
Deprivation rate	£0.19	£0.19
Supplement for maintained nursery schools	£0.83	£0.90
Supplement for children in need	£0.53	£0.53

6. Summary of funding proposals

6.1. The table below shows the funding analysis in more detail than in prior years. Budgets for 2019-20 and 2018-19 are compared.

Summary of early years proposed funding 2019-20

Proposed budget for all provision settings	19-20 £'000s	18-19 £'000s
3 & 4 year olds		
Base rate	8,511	7,973
Deprivation	206	285
Supplement for children in need	5	3
Supplement for maintained nursery schools	144	149
SEN inclusion fund – will be provided from High Need	0	202
Early years contingency funding	79	136
Centrally retained funding	516	571
Early years pupil premium	91	139
Disability access fund	40	45
Total funding for 3 and 4 year olds	9,592	9,503
2 year olds		

Base rate	1,954	1,997
Centrally retained funding	104	110
Total funding for 3 and 4 year olds	2,058	2,107
Total early years funding	11,650	11,610

6.2. The budget has been configured with an over spend of DfE allocation in the region of £266,000. The full impact will be determined over the course of the year based on actual pupil numbers which will be seen in the January 2019 census. The budget is calculated to use reserves from the early years block to support the anticipated additional hours that it is anticipated will be provided by all settings to both age ranges.

6.3. The centrally retained funding for 2019-20 is £620,000 (£680,500 2018-19). The pass through rate has been calculated at 95.1%. This is based on the equivalent provider rate of £4.4 compared to the funding rate of £4.62 (see table in paragraph 3.1). Supplements form 2% of the overall three and four year old funding. The proposal meets the requirements set out in section 4 of the paper.

The School and Education Finance Team
January 2019

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SCHOOL FORUM - BRIEFING PAPER

CENTRALLY RETAINED SERVICES FUNDING ARRANGEMENTS FOR THE 2019-20 FINANCIAL YEAR

1. Purpose

1.1. To report on the funding arrangements for the 2019-20 financial year from the CSSB.

2. Recommendations

2.1. Schools Forum School maintained school representatives are asked to note and comment on the funding allocated in the central schools services block.

2.2. Schools Forum approval is requested on a line by line basis for the funding arrangements set out in paragraphs 5.4 and 5.6

3. Background

3.1. The central schools services block (CSSB) is to fund local authorities for the statutory duties that they hold for both maintained schools and academies. It is introduced in the 2019-20 funding. The CSSB contains funds for

- Retained duties element previously in the Education Services Grant (ESG)
- Ongoing central functions such as admission previously top sliced from the schools block
- Residual funding for historic commitments previously top sliced from the schools block

3.2. Funding for growth and falling rolls is allocated through the schools block in 2019-20 on the basis of historic spend.

3.3. A summary of the duties included within the CSSB is attached to this paper. The table below summarises the funding available to the LA to provide for central services during 2019-20.

Central Schools Services Block 2019-20 Summary table

	Funding	No of pupils 2019-20	£
Per pupil unit (£48.36 2018-19)	£47.15	25,229.5	1,189,570
Historic commitment	£1,441,000		1,441,000
Total central school services allocation			2,630,570

4. Services for maintained schools

4.1. Local authorities are able to fund services previously funding from the general funding rate of the ESG from the maintained schools budget shares with the agreement of schools

forum. This was voted on and approved by Blackburn with Darwen Schools Forum members (primary, secondary, special and PRU representatives) at the meeting held on 10 January 2019. A single rate per pupil was set of £19.00 (2018-19 £19.00) for all mainstream schools, both primary and secondary.

- 4.2. Any schools converting to academy status during the year will be able to recoup the proportion of the funding for the months of the year from their change in status.

Retained duties from ESG summary table

	2019-20	2018-19
Education functions maintained schools only	289,700	299,000

5. Centrally retained services

- 5.1. A number of the services that are covered by funding that is held centrally are subject to a limitation of no new commitments or increases in expenditure from 2017 to 2018.
- 5.2. This limit does not now apply to admissions or the servicing of schools forums.
- 5.3. Schools forum approval is required each year to confirm the amounts on each line.
- 5.4. When using centrally held funding, local authorities must treat maintained schools and academies on an equivalent basis.

Centrally retained historic commitments summary table

Historic commitments requiring schools forum approval	2019-20	2018-19
Contribution to Music Services	120,000	120,000
School Improvement Groups	350,000	350,000
Broadband Connectivity)	321,000	321,000
Capital Expenditure from Revenue/ Prudential Borrowing	650,000	650,000
Total centrally retained funds	1,441,000	1,441,000

- 5.5. In respect of ongoing commitments the allocation is based on pupil numbers. In 2019-20 the allocation for ongoing commitments has fallen to £1,189,500 from £1,211,225 in 2018-19. The rate per pupil has reduced from £48.36 to £47.15, but the number of pupils increased by 183.9 to 25,229.5 pupils.
- 5.6. The LA has increased the funding to include additional support for those responsibilities held on behalf of all schools including academies and free schools in BwD. The funding arrangements for 2019-20 set out in the table below require Schools Forum approval on a line by line basis.

Centrally retained ongoing responsibilities summary table

Ongoing duties requiring schools forum approval	2019-20	2018-19
Co-ordinated Admissions	384,000	384,000
Servicing of schools Forum	44,000	44,000

Contribution to statutory and regulatory duties held by LA for all schools, academies and free schools	611,500	630,200
Total	1,039,500	1,058,200

5.7. The funding arrangements for 2019-20 set out in the table below does not require Schools Forum approval

Centrally retained ongoing responsibilities summary table

Ongoing duties not requiring schools forum approval	2019-20	2018-19
Central Licences held under the secretary of state	150,000	153,000
Total paragraphs 5.6 and 5.7	1,189,500	1,211,200

The School and Education Finance Team
January 2019

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**RESPONSIBILITIES HELD BY LOCAL AUTHORITIES TABLE SHOWING SPLIT
BETWEEN RESPONSIBILITIES TO ALL SCHOOLS AND TO MAINTAINED
SCHOOLS ONLY**

**EXTRACT FROM SCHOOLS REVENUE FUNDING 2019 TO 2020
OPERATIONAL GUIDE JULY 2018**

Statutory and regulatory duties

Responsibilities held for all schools	Responsibilities held for maintained schools only
<p>Director of children's services and personal staff for director (Sch 2, 15a)</p> <p>Planning for the education service as a whole (Sch 2, 15b)</p> <p>Revenue budget preparation, preparation of information on income and expenditure relating to education, and external audit relating to education (Sch 2, 22)</p> <p>Authorisation and monitoring of expenditure not met from schools' budget shares (Sch 2, 15c)</p> <p>Formulation and review of local authority schools funding formula (Sch 2, 15d)</p> <p>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)</p> <p>Consultation costs relating to non-staffing issues (Sch 2, 19)</p> <p>Plans involving collaboration with other LA services or public or voluntary bodies (Sch 2, 15f)</p> <p>Standing Advisory Committees for Religious Education (SACREs) (Sch 2, 17)</p> <p>Provision of information to or at the request of the Crown other than relating specifically to maintained schools (Sch 2, 21)</p>	<p>Functions of LA related to best value and provision of advice to governing bodies in procuring goods and services (Sch 2, 57)</p> <p>Budgeting and accounting functions relating to maintained schools (Sch 2, 74)</p> <p>Authorisation and monitoring of expenditure in respect of schools which do not have delegated budgets, and related financial administration (Sch 2, 58)</p> <p>Monitoring of compliance with requirements in relation to the scheme for financing schools and the provision of community facilities by governing bodies (Sch 2, 59)</p> <p>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, 60)</p> <p>Functions made under Section 44 of the 2002 Act (Consistent Financial Reporting) (Sch 2, 61)</p> <p>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, 62)</p> <p>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, 73)</p> <p>Retrospective membership of pension schemes where it would not be appropriate to expect a school to meet the cost (Sch 2, 76)</p> <p>HR duties, including: advice to schools on the management of staff, pay alterations, conditions of service and composition or organisation of staff (Sch 2, 64); determination of conditions of service for non-teaching staff (Sch 2, 65); appointment or dismissal of employee functions (Sch 2, 66)</p> <p>Consultation costs relating to staffing (Sch 2, 67)</p> <p>Compliance with duties under Health and Safety at</p>

Responsibilities held for all schools	Responsibilities held for maintained schools only
	<p>Work Act (Sch 2, 68)</p> <p>Provision of information to or at the request of the Crown relating to schools (Sch 2, 69)</p> <p>School companies (Sch 2, 70)</p> <p>Functions under the Equality Act 2010 (Sch 2, 71)</p> <p>Establish and maintaining computer systems, including data storage (Sch 2, 72)</p> <p>Appointment of governors and payment of governor expenses (Sch 2, 73)</p>

Education welfare

Responsibilities held for all schools	Responsibilities held for maintained schools only
<p>Functions in relation to the exclusion of pupils from schools, excluding any provision of education to excluded pupils (Sch 2, 20)</p> <p>School attendance (Sch 2, 16)</p> <p>Responsibilities regarding the employment of children (Sch 2, 18)</p>	<p>Inspection of attendance registers (Sch 2, 79)</p>

Asset management

Responsibilities held for all schools	Responsibilities held for maintained schools only
<p>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)</p> <p>General landlord duties for all buildings owned by the local authority, including those leased to academies (Sch 2, 14b)</p>	<p>General landlord duties for all maintained schools (Sch 2, 77a & b (section 542(2)) Education Act 1996; School Premises Regulations 2012) to ensure that school buildings have:</p> <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

Responsibilities held for all schools	Responsibilities held for maintained schools only
	<ul style="list-style-type: none"> • appropriate acoustic levels • lighting, heating and ventilation which meets the required standards • adequate water supplies and drainage • playing fields of the appropriate standards <p>General health and safety duty as an employer for employees and others who may be affected (Health and Safety at Work etc. Act 1974)</p> <p>Management of the risk from asbestos in community school buildings (Control of Asbestos Regulations 2012)</p>

Central support services

Responsibilities held for all schools	Responsibilities held for maintained schools only
No functions	<p>Clothing grants (Sch 2, 53)</p> <p>Provision of tuition in music, or on other music-related activities (Sch 2, 54)</p> <p>Visual, creative and performing arts (Sch 2, 55)</p> <p>Outdoor education centres (but not centres mainly for the provision of organised games, swimming or athletics) (Sch 2, 56)</p>

Premature retirement and redundancy

Responsibilities held for all schools	Responsibilities held for maintained schools only
No functions	Dismissal or premature retirement when costs cannot be charged to maintained schools (Sch 2, 78)

Monitoring national curriculum assessment

Responsibilities held for all schools	Responsibilities held for maintained schools only
No functions	Monitoring of National Curriculum assessments (Sch 2, 75)

Therapies

Responsibilities held for all schools	Responsibilities held for maintained schools only
No functions	This is now covered in the high needs section of the regulations and does not require schools forum approval

Other ongoing duties

Responsibilities held for all schools	Responsibilities held for maintained schools only
<p>Licences negotiated centrally by the Secretary of State for all publicly funded schools (Sch 2, 8); this does not require schools forum approval</p> <p>Admissions (Sch 2, 9)</p> <p>Places in independent schools for non-SEN pupils (Sch 2, 10)</p> <p>Remission of boarding fees at maintained schools and academies (Sch 2, 11)</p> <p>Servicing of schools forums (Sch 2, 12)</p> <p>Back-pay for equal pay claims (Sch 2, 13)</p> <p>Writing to parents of year 9 pupils about schools with an atypical age of admission, such as UTCs and</p>	No functions

Responsibilities held for all schools	Responsibilities held for maintained schools only
studio schools, within a reasonable travelling distance ¹ (Sch 2, 23)	

Historic commitments

Responsibilities held for all schools	Responsibilities held for maintained schools only
Capital expenditure funded from revenue (Sch 2, 1)	No functions
Prudential borrowing costs (Sch 2, 2(a))	
Termination of employment costs (Sch 2, 2(b))	
Contribution to combined budgets (Sch 2, 2(c))	

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

¹Funding for this duty was previously delivered to local authorities via a s.31 grant. Additional funding will be added to the CSSB baseline for this from 2018 to 19.

SCHOOL FORUM - BRIEFING PAPER

SUMMARY OF DSG ALLOCATION OF FUNDING FOR 2019-20

1. Purpose

1.1. To give the Schools Forum an overview of the funding arrangements for 2019-20.

2. Recommendations

2.1. School Forum members are asked to note and comment on the funding arrangements for 2019-20 as detailed in this report.

3. Background

3.1. The appendix attached to this report provides a high level overview of the funding arrangements for 2019-20. The information detailed in previous reports is presented showing high level overview of the DSG allocation and budgets for the financial year. Comparative figures are included showing the information presented to Schools Forum for the previous financial year at the February 2018 meeting.

**The School and Education Finance Team
February 2018**

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APPENDIX

SUMMARY OF DSG ALLOCATION AND BUDGETS FOR 2019-20

ALLOCATION OF DEDICATED SCHOOLS GRANT (DSG) 2019/20
Updated Estimate as at 5 February 2019

LOCAL FUNDING FORMULA 2019-20

2018-19

FORECAST DSG 2019/20 - November 2018

ADDITIONAL FUNDS ALLOCATED DSG 2019/20 21 December 2018

DEDUCTION FOR DIRECT PAYMENT OF HN PLACES BY ESFA

Schools Forum approved transfer 0.5% funds from Schools to High Needs

ALLOCATION OF DSG WITHIN BLACKBURN WITH DARWEN

School Block Budgets

	Schools Block	High Needs Block	Central Schools Services	Early Years Block	TOTAL	TOTAL
Maintained Primary Schools Budgets	53,474,500				53,474,500	55,022,900
Maintained Secondary Schools Budgets	15,641,200				15,641,200	15,538,800
Primary Academy Budgets (to be recouped by DfE)	7,435,500				7,435,500	5,624,200
Secondary Academy Budgets (to be recouped by DfE)	33,544,500				33,544,500	32,577,600
All through Academy Budgets (to be recouped by DfE)	4,794,100				4,794,100	4,514,400
Primary Free School Budgets (to be recouped by DfE)	2,290,000				2,290,000	2,232,500
Secondary Free School Budgets (to be recouped by DfE)	4,241,000				4,241,000	3,897,600

De-delegated Budgets

Free School Milk	49,800				49,800	52,500
Maternity Leave	244,000				244,000	251,900
Trade Unions	111,300				111,300	118,100

Centrally Retained Budgets - Historic Commitments

Contribution to Music Services (Primary only)			120,000		120,000	120,000
School Improvement Groups (Primary and Secondary)			350,000		350,000	350,000
Broadband Connectivity (Primary only)			321,000		321,000	321,000
Capital Expenditure from Revenue/ Prudential Borrowing			650,000		650,000	650,000

Centrally Retained Budgets - Ongoing Responsibilities

Pre 16 Growth Fund	100,000				100,000	127,000
Education Functions - Maint'd primary, secondary, special schools & pry	289,700				289,700	299,100
Admissions			384,000		384,000	384,000
Servicing of School Forum			44,000		44,000	44,000
Copyright Licences			150,000		150,000	-17,000
Contribution to responsibilities held by LA for all schools including academies and free schools			611,500		611,500	800,200

High Needs Budgets

In Mainstream, Academies and Free Schools						
Element 2 top up funding		390,000			390,000	366,000
Element 3 based on EHCP or IPRA		3,304,500			3,304,500	3,180,600
Special Schools - Place funding		2,150,000			2,150,000	2,108,300
Special Schools - Element 3 based on EHCP or IPRA		2,743,700			2,743,700	2,495,800
Resourced Provisions		46,500			46,500	124,100
Alternative Provisions		1,841,700			1,841,700	1,879,300
Hospital Education		364,000			364,000	158,400
Non Delegated Budgets		6,868,600			6,868,600	6,808,600
Strategic Commissioning and Service Modernisation allocation		1,680,300			1,680,300	1,895,700

Early Years Budgets

All settings for three and four year olds				8,866,900	8,866,900	8,437,900
All Settings for two year olds				1,953,600	1,953,600	1,996,300

Other funding

Contingency funds				79,000	79,000	309,800
Early Years Pupil Premium				90,600	90,600	139,600
Disability Access Fund				40,000	40,000	45,500

Retained funds

Three and four year olds				515,700	515,700	570,500
Two year olds				104,300	104,300	110,000

122,215,600	19,389,300	2,630,500	11,650,100	155,885,500	153,535,200
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