

London Borough of Waltham Forest SCHOOLS FORUM

Day/Date/Time	Venue
Wednesday 13 th January 2016 Tea/Coffee and Light Refreshments: 5:00pm Main Meeting: 5:30pm	Room 3, 1 st Floor, Waltham Forest Town Hall
Contact:	Telephone / Email:
Debbie Callender-O'Neill, Clerk to Schools Forum	020 8496 3669 debbie.callender-oneill@walthamforest.gov.uk

Maintained Primary Headteacher Representatives (4)	
Jane Harris	Edinburgh Primary
Kate Jennings	Mission Grove
Lindsey Lampard	Chingford CofE Primary
Maureen Okoye (Vice-Chair)	Davies Lane Primary
Nursery School Representative (1)	
Sandra Campbell	Church Hill Nursery
Maintained Primary Governor Representatives (3)	
Greta Akpeneye	Thorpe Hall Primary
Cllr Aktar Beg	Edinburgh Primary
Thomas Goodall	Edinburgh Primary
Maintained Secondary Headteacher Representatives (3)	
John Hernandez	Norlington School for Boys
Lynnette Parvez	Kelmscott School
Shona Ramsay (Chair)	The Lammas School
Maintained Secondary Governor Representative (1)	
Ian Moyes	Heathcote School
Special School and Special Academies Representative (1)	
Gary Pocock	Hornbeam Academy
Primary Academies and Primary Free Schools Representatives (3)	
Matt Hanks	Roger Ascham Primary Academy
Lynne Harrowell	Larkwood Primary Academy
Anne Powell	Riverley Primary
Secondary Academies and Secondary Free Schools Representatives (2)	
Mark Morrall	Rushcroft / Chingford Foundation
Jon Ashwell	Highams Park School
PRU(1)	
Julian Lee	Hawkswood Group
Non School Members (4)	
Early Years Providers	Sarah Kendrick (Redwood Pre-School)
16-19 Providers	Paolo Ramello (Sir George Monoux College)
Trade Unions	Steve White (NUT)
Diocesan	Moira Bishop (Brentwood Diocese)
Total Membership 23	
The Forum is quorate if at least 40% (9) of the members are present	

AGENDA

Agenda Item	Report Name	Report Authors
1	Welcome all and Apologies	Chair
2	Declaration of Interest	All
3	Minutes of the Meeting held on 11 November 2015	Chair
3.1	Matters Arising	Chair
4	DSG Update 2016-17	Rishi Peetamsingh
5	Local Funding Formula and Growth Fund Allocations for 2016-17	Duncan Pike Rishi Peetamsingh
6	High Needs Block: distribution of Funding for 2016-17	Andrew Beckett Shehwar Sultan
7	Report back on Early Years Block consultation	Eve McLoughlin
8	De-delegation for maintained schools for Trade Union Facility Time*	Gerry Kemble
9	De-delegation for maintained schools for Occupational Health*	Gerry Kemble
10	Vacancy for Academy Representative (Secondary)	Duncan Pike
11	Next phase of relationship between Schools and the Local Authority: development of an Educational Trust	Linzi Roberts-Egan
12	Any Other Business	All
13	Date of Next Meeting: 10 February 2016 5:30pm (Light refreshments from 5:00pm) Committee Room 3, Waltham Forest Town Hall	All

* Maintained Primary and Maintained Secondary decide separately

MINUTES OF SCHOOLS FORUM MEETING
Wednesday 11 November 2015
Committee Room 3, Waltham Forest Town Hall
5:30 – 6:35pm

PRESENT	
Shona Ramsay	Chair of Schools Forum and Secondary Headteacher Representative
Debbie Callender-O'Neill	Clerk to Schools Forum debbie.callender-oneill@walthamforest.gov.uk 020 8496 3669
Maintained Primary Headteacher Representatives (4)	
Jane Harris	Edinburgh Primary
Kate Jennings	Mission Grove Primary
Maureen Okoye (Vice-Chair)	Davies Lane Primary School
Nursery School Representative (1)	
Sandra Campbell	Church Hill Nursery School and Children's Centre
Maintained Primary Governor Representatives (3)	
Greta Akpeneye	Thorpe Hall Primary
Maintained Secondary Headteacher Representatives (3)	
John Hernandez	Norlington School for Boys
Lynnette Parvez	Kelmscott School
Maintained Secondary Governor Representative (1)	
Ian Moyes	Heathcote School
Special School and Special Academies Representative (1)	
Gary Pocock	Hornbeam Academy
Primary Academies and Primary Free School Representatives (3)	
Lynne Harrowell	Larkwood Primary Academy
Anne Powell	Riverley Primary Academy
Secondary Academies and Secondary Free School Representatives (2)	
Mark Morrall	Rushcroft / Chingford Foundation
Jon Ashwell	Highams Park School

Non-School Representatives (4)	
Sarah Kendrick	Redwood Pre-School – Early Years Provider
Steve White	Trade Unions (NUT)
Penny Wycherley	Waltham Forest College representing the 16-19 Providers Sector
LBWF Officers	
Linzi Roberts-Egan	Deputy Chief Executive for Families
Rosalind Turner	Interim Director of School Standards
Elisha Brett	Early Years Improvement Consultant
Andrew Beckett	Interim Assistant Director, Inclusion
Elizabeth Freer	Education Business Consultant (PVI)
Gerry Kemble	Head of Waltham Forest Traded Services – Human Resources and Transformation
Eve McLoughlin	Head of Education Support
Duncan Pike	Strategic Finance Advisor – Families
Shehwar Sultan	Principal Accountant – Schools & High Needs
Raina Turner	Head of Finance Families Group (Schools and Education Services)

Minutes

1. Welcome all and Apologies

The Chair welcomed all to the meeting and a round of introductions followed.

Clerk received the following apologies:

- Cllr Aktar Beg – Edinburgh Primary
- Moira Bishop – Diocese of Brentwood
- Lindsey Lampard – Chingford CofE Primary
- Cllr Mark Rusling – Cabinet Member, Children and Young People Services
- Rishi Peetamsingh – Group Accountant-Schools

2. Declaration of interest

None were raised

3. Minutes of the last meeting held on 16 September 2015 and Matters Arising

The minutes of the last meeting were reviewed for accuracy.

The Clerk was asked to make the following amendments:

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Clerk was asked to amend: *Eve McLoughlin was asked to establish an Early Years Task and Finish Group*

Chair signed off as a true record of the meeting

3.1 Matters Arising

Agenda Item 4 – Schools Capital Programme

The School Organisation and Admissions Board (SOAB) meeting minutes were distributed to Schools Forum and this arrangement will continue in future.

4. High Needs Block Update for 2015-16 and forecast for 2016-17 – For Information Report Authors: Andrew Beckett and Shehwar Sultan

This report updates School Forum of the projected High Needs Block income and expenditure.

- A more detailed report shall be available in the January meeting (13th January 2016) to provide detailed proposed allocation to mainstream schools, specialist SEN and further education institutions.
- The report has three main sections: Projected High Needs Block Income and Expenditure for the financial year 2015-016; Proposed High Needs place numbers for the academic year 2016-17 and Forecast Income and Expenditure within the High Needs Block for 2016-17.
- The Inclusion Group reviewed the significant underspend on the High Needs Block.

- The Council has to commission places within other Boroughs.
- High Needs Block funding should be used for those children with significant special needs. This is a key recommendation that would be discussed amongst the group meeting later this month.
- Proposed high needs place numbers for the academic year
- Continually updating headteachers on the provision and updated information will be available at the January meeting.

Questions

1. In terms of the work the Inclusion Group undertook, are there proposals of an enhanced provision for those children with highly significant special needs? Is there a facility if a school could provide setting up a specialist provision?

Response: The Group will be reviewing the data to underpin these proposals, but there is more work to be completed. The Inclusion Group is fully involved but will ask schools for their thoughts on these proposals during this process.

2. There appears to be a low take-up of the SEN plans?

Response: It is not a low take-up but it is less than last year. It was a change in the regulations. It's taken schools time to understand this.

3. How do we find out if that is prevalent?

Response: We are measuring the rate of the referrals. We can obtain anecdotal evidence from schools. The Inclusion Group meeting will be meeting on 24th November to discuss these concerns further.

The report is for **information** only.

DECISION

Schools Forum noted:

- Projected outturn figures for the High Needs Block in FY 2015-16 as set out in Appendix A to this report.
- Proposed place numbers for the High Needs Block in AY 2016/17 as set out in Appendix B to this report.
- The forecasted income and expenditure for the High Needs Block in FY 2016-17 as set out in para 5.4.

<http://www.walthamforest.gov.uk/schoolsforum> **Agenda Item 4**

5. Dedicated Schools Grant – Centrally Retained Services for 2016-17 and control total for 2015-16

The Growth Fund and copyright figures have been fixed since 2013-14.

- The two services that require Schools Forum approval are Admissions and servicing Schools Forum.
- The sums cannot be increased beyond the 2012-13 baseline
- We could bring to schools options of pooling (traded mechanism)
- If we were to pool, most schools would want a solution
- It is helpful the SOAB minutes are available to Schools Forum. Business support analysts are looking at the processes.
- A business analyst is looking at the processes currently in place for School Admissions and its revised processes
- A report will be produced for Scrutiny to discuss the School Admissions processes.

Votes:

Schools Forum asked to approve centrally retained services for:

2.1 Admissions: £745,00 (all Schools Block)

2.2 Schools Forum: £56,000 (£44,000 Schools Block; £4,100 Early Years Block; and £8,200 High Needs Block)

16 Agree

0 Against

0 Abstentions

DECISION

Schools Forum **approved** centrally retained services for:

2.1 Admissions: £745,000 (all Schools Block)

2.2 Schools Forum: £56,000 (£44,000 Schools Block; £4,100 Early Years Block; and £8,200 High Needs Block)

Schools Forum **noted**:

2.3 Central Licences negotiated by the Secretary of State estimated to be: £160,000.

2.4 The control total set out on Appendix A.

All members of Schools Forum voted on all the recommendations as above

<http://www.walthamforest.gov.uk/schoolsforum> - Agenda Item 5

6. Initial Feedback from Early Years Task and Finish Group

The report provides initial feedback from the first two meetings of the Early Years Task and Finish Group which Eve McLoughlin was asked to set up in the September meeting.

Schools Forum – 11 November 2015

- The Group made recommendations to Schools Forum on the 2016-17 Early Years Single Funding Formula (EYSFF) and the use of centrally retained funding for Early Years Support Services for 2016-17.
- Schools Forum to agree that the Early Years Task and Finish group further explore the initial finding of the group and report back to Schools Forum with a costed EYSFF and early years centrally retained funding.
- 15 colleagues across the Local Authority and Health contributed to the discussions
- Summary of key findings were:
 - Early Years Single Funding Formula:

Providers are generally happy with the EYSFF and its components – base rate, deprivation supplement and quality supplement.

Schools Finance team were to clarify the position with regards to whether the Minimum Funding Guarantee applied to the EYSFF. The base rate makes up -90% of EYSFF, the Quality Supplement makes up -7% of EYSFF and the Deprivation supplement make up -4% of EYSFF.

The base rate is across all sectors is £3.75

If the overall pot of money used for 'base rate funding' remains the same, there will be lower bases for PVI's for those who do not pay full business rates

It was proposed by some providers they would prefer to have more of the EY DSF funding passported to them in order for them to directly purchase support services

Discussions/comments:

- Quality Supplement and whether it is for those schools that are rated 'Good'
- Currently, settings get a Quality Supplement of around 36p extra per hour upon receipt of a 'Good' rating and 54p per hour upon receipt of an 'Outstanding' rating
- What is the purpose of the findings? **Response:** To fund the extra support services
- It was an incentive to be graded as 'Good'. PVI settings have improved
- The Borough has been working on the change in the population.
- There were discussions around free school meals and the application of these has reduced. One school has its FSM application reduce by 10%
- A significant amount of the Education Business Consultant's time has been spent working in partnership with the Safeguarding Officer. Proposals to increase the early years safeguarding support to 1fte to be considered
- A further two meetings of the Task and Finish group will take place between now and Christmas
- To set up a Community Group on the Waltham Forest Hub so that the Forum could feedback via this group

DECISION

Schools Forum noted:

Schools Forum to agree that the Early Years Task and Finish group further explore the initial finding of the group and report back to Schools Forum with a costed EYSFF and early years centrally retained funding

7 Any Other Business

Headteachers requested a copy of the list of school expansions that was featured in the School Organisation and Admissions Board (SOAB) minutes of 30th September
Union Representative emailed information regarding the Fairer Funding campaign to Governing Bodies

Task and Finish Group Meetings

High Needs Block Inclusion Group Meeting – 24th November
Schools Block Review Group Meeting – 24th November
These are open meetings for anyone to attend

8 Date of Next Meeting

Wednesday 13th January 2016 – 5:30pm (Refreshments from 5:00pm)
Venue: Committee Room 3 Waltham Forest Town Hall, Forest Road, E17 4JF

The meeting ended at 6:35pm

Permanent School Expansions from 2009	Planning Area	Size (Fe)	Expansion Date
Willow Brook (Primary) [Academy]	Leyton West	2FE to 3FE	Sept '09
St Saviour's CE (Primary) [Academy]	Walthamstow West	1FE to 2FE	Sept '09
George Mitchell (primary phase)	Leyton West	1FE to 2FE	Sept '10
Edinburgh (Primary)	Walthamstow West	1FE to 3FE	Sept '10
Parkside (Primary)	Chingford North	1FE to 2FE	Sept '11
The Woodside School (Primary) [REAch 2 Academy]	Walthamstow East	3FE to 4FE	Sept '11
The Woodside School (Primary) [REAch 2 Academy]	Walthamstow East	4FE to 6FE	Sept '12
George Tomlinson (Primary)	Leyton East	2FE to 3FE	Sept '11
Gwyn Jones (Primary)	Leyton East	1FE to 2FE	April '12
Buxton School (Primary Phase) Trust	Leyton South	3FE to 4FE	Sept '12
The Winns (Primary)	Walthamstow NW	3FE to 4FE	Sept '12
Newport (Primary)	Leyton South	3FE to 4FE	Sept '12
Davies Lane (Primary)	Leyton South	2FE to 4FE	Sept '12
Hillyfield in the Park (Primary) Reach 2 Academy	Walthamstow North East	3FE to 6FE	Sept '12
Mission Grove (Primary)	Walthamstow West	2FE to 4FE	Sept '12
St Mary's CofE (Primary) [in process of Academisation, Sect state approved Diocese rejected]	Walthamstow East	1FE to 3FE	Sept '12
Thorpe Hall (Primary)	Walthamstow NE	2FE to 3FE	Oct'13
Stoneydown Park (Primary)	Walthamstow West	1FE to 3FE	Oct 13
Barclay (Primary) LION Academy	Walthamstow East	4FE to 6FE	Sept '14
Eden Girls School	Walthamstow NW	100	Sept 14
Willowfield Humanities College(Secondary)	Walthamstow West	4FE to 6FE	Sept. 2014/15
Jenny Hammond (Primary) Expansion works on site.	Leyton South	1FE to 2FE	Sept. 2015
Chingford Hall Silver birch Academy. Expansion works on site.	Chingford West	1FE to 2FE	Sept. 2015
Mayville (Primary) [converting to Academy, Expansion works on site.	Leyton South	1FE to 2FE	Sept. 2015

Note; square brackets = [Academy] = converted to Academy since expansion.

Parkside (Primary)	Chingford North	Bulge class	Sept 2015
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Proposed Permanent School Expansions	Planning Area	Size (Fe)	Expansion Date
Hillyfields on the Park REAch 2 Academy	Walthamstow NE	3FE to 4FE	Sept.'16

In consultation re; Permanent School Expansions	Planning Area	Size (FE)	Proposed Expansion Date
Holy Family Catholic (Secondary) Consultation starts 20 th November. Meeting scheduled; 7th December 2015 Development of accommodation proposals commenced.	Walthamstow East	6FE to 8FE 11-16 age	September 2017
Heathcote (Secondary) Consultation starts 20 th November. Meeting scheduled; 26th Nov. 2015 Development of accommodation proposals commenced.	Chingford East	6FE to 8FE 11-16 age	September 2017
Bremer – held as a third Option should either of the fore going schools not expand for any reason.			

Work to look in detail at potential for expansion of primary schools in response to Pupil place planning projections of demand (and Primary Matrix evaluation tool).

Planning Area - North (Chingford)	Schools identified with potential to expand (if required);
<p>Planning Area: North (Chingford)</p>	Parkside Primary School Handsworth Primary Larkwood Primary Academy (Oakhill Primary School)
<p>For the next two years projected need exceeds capacity in the north by the equivalent of one class. Note; (capacity figures include the current Chingford Hall Academy expansion by 1FE). Works to support the 'bulge' class at Parkside Primary school were undertaken this (2015) summer break. We anticipate that a further 'bulge' class will be needed for September 2016. The current demand projections suggest that by 2017 the deficit will rise to the equivalent of 2 classes for at least three years. Work to match demand location and housing growth with expansion opportunity is ongoing.</p>	

Planning Area - Central (Walthamstow).	Schools identified with potential to expand by 1FE in Walthamstow West (if required);
	South Grove Coppermill
<p>There is currently surplus capacity in this area. This is intended to meet a growth in local need due to housing growth in the area (Wood Street Action Plan, Marlowe road estate, etc). However there is a local shortfall of places projected in Walthamstow West (Blackhorse Housing Zone / Northern Olympic fringe [Leabridge/ Leyton]).</p>	

Planning Area- Planning Area South (Leyton / Leytonstone).	School identified with potential to expand by 1FE (if required);
	Dawlish School
<p>For the next two years the projected need is less than the capacity in the south of the borough (these figures include the 1FE expansions at Mayville and Jenny Hammond in Sept. 2015). After that need exceeds capacity (by one class). The need is expected to be met by the proposed 2FE Reach Academy (in the south west of the borough.(This will lead to a surplus of 1FE in the south on current projections.) This area is expected to have significant housing growth (North London Fringe, Housing Zone, Bywaters site etc).</p>	

Free Schools – in principal Approval given by Dfe (within LBWF)	Planning Area	Size (FE)	Proposed Expansion Date
Lion Academy Trust Secondary Site unconfirmed	(?)	8FE	September 2016 (17,.....)?
Athena Primary (REAch 2) free school Site unconfirmed	(?)	2FE	September 2017

Schools Forum 11 November 2015: Summary of Decisions

Schools Forum met on 11 November 2015. There were three reports considered at the meeting:

- High Needs Block update for 2015-16 and Forecast for 2016-17
- Dedicated Schools Grant – Centrally Retained Services for 2016-17 and control total for 2015-16
- Initial Feedback from the Early Years Task and Finish Group

Please see below for a summary of Schools Forum decisions. We invite and encourage all constituents to contact their representatives on Schools Forum by the end of October if they have any comments on these decisions, so that these comments can be considered by Schools Forum and the Local Authority at the next meeting on 11 November 2015. A list of representatives can be found as an appendix to this document.

All Schools Forum reports and minutes are published at:

<http://www.walthamforest.gov.uk/pages/services/schools-forum.aspx>

Duncan Pike, Strategic Finance Advisor

Waltham Forest Council, Room 202, Town Hall, Forest Road, London, E17 4JF

duncan.pike@walthamforest.gov.uk Tel 020 8496 3502

Alternative contacts:

Head of Schools and Education Finance: raina.turner@walthamforest.gov.uk 020 8496 3520

Schools Block and Early Years Block: rishi.peatamsingh@walthamforest.gov.uk 020 8496 6304

Inclusion, Early Help and High Needs Block: shehwar.sultan@walthamforest.gov.uk 020 8496 6322



thehub.walthamforest.gov.uk

Schools Forum 11 November 2015

Summary of Decisions

1. Welcomes were extended and apologies noted

2. Minutes of Schools Forum 16 September 2015

Schools Forum agreed the minutes with some amendments for accuracy

3. Matters Arising

None

4. High Needs Block update for 2015-16 and Forecast for 2016-17

Schools Forum noted:

- Projected outturn figures for the High Needs Block in Financial Year 2015-16.
- Proposed place numbers for the High Needs Block in Academic Year 2016/17
- The forecasted income and expenditure for the High Needs Block in Financial Year 2016-17.

5. Dedicated Schools Grant – Centrally Retained Services for 2016-17 and control total for 2015-16

Schools Forum approved funding for

- Admissions: £745,000 (all Schools Block)
- Schools Forum: £56,000 (£44,000 Schools Block; £4,100 Early Years Block; and £8,200 High Needs Block)

Schools Forum noted:

- Central Licences negotiated by the Secretary of State estimated to be: £160,000.
- The Control Total.

6. Initial Feedback from the Early Years Task and Finish Group

Schools Forum agreed that the EY task and finish group:

- Further explore the initial finding of the group and report back to Schools Forum with a costed Early Years Single Funding Formula and early years centrally retained funding budget based on further partnership working with and recommendations from the Early Years Task and Finish group.

- Appendix - Schools Forum Membership

Schools Representatives – Maintained Schools	
Primary Headteachers	Jane Harris (Edinburgh) Kate Jennings (Mission Grove) Lindsey Lampard (Chingford CofE) Maureen Okoye (Davies Lane) <i>Vice-Chair</i>
Primary Governors*	Greta Akpeneye (Thorpe Hall) Cllr Aktar Beg (Edinburgh) Thomas Goodall (Edinburgh)
Secondary Headteachers	John Hernandez (Norlington) Lynette Parvez (Kelmscott) Shona Ramsay (The Lammas) <i>Chair</i>
Secondary Governors*	Ian Moyes (Heathcote)
Schools Representatives – Academies and Free Schools	
Primary	Matts Hanks (Roger Ascham) Lynn Harrowell (Larkswood) Anne Powell (Riverley)
Secondary	Mark Morrall (Rushcroft / Chingford Foundation) Jon Ashwell (Highams Park)
School Representatives – Other	
Nursery	Sandra Campbell (Church Hill)
Special School and Special Academies	Gary Pocock (Hornbeam Academy)
PRU	Julian Lee (Hawkswood Group)
Non School Members	
Early Years Providers	Sarah Kendrick (Redwood Pre-School)
16-19 Providers	Paolo Ramello (Sir George Monoux college)
Trade Unions	Steve White (NUT)
Diocesan	Moira Bishop (Brentwood Diocese)

*A Community Forum for Chairs of Governing Bodies and the Governor Representatives has been set up on The Hub: <https://thehubcommunity.walthamforest.gov.uk/groups/chairs-governors-waltham-forest>

LONDON BOROUGH OF WALTHAM FOREST

Meeting / Date	SCHOOLS FORUM 13 January 2016	Agenda Item	4
Report Title	DSG Funding Blocks 2016-17		
Decision/ Discussion/ Information	For Information and decision.		
Report Author/ Contact details	Rishi Peetamsingh: Group Accountant-Schools 0208 496 6304 rishi.peetamsingh@walthamforest.gov.uk Shehwar Sultan: Group Accountant-High Needs 0208 496 6322 shehwar.sultan@walthamforest.gov.uk		
Appendices	Appendix A: Control Total for 2015-16		

1. SUMMARY

- 1.1 The DfE announced the DSG funding allocations for 2016-17 for each local authority on 17 December 2015. This report summarises the information on the funding allocations for each of the three DSG funding blocks – Schools Block, Early Years Block and High Needs Block and any local adjustments between these three blocks previously agreed by Schools Forum.
- 1.2 This financial information forms the basis of detailed analysis in each of the separate reports to this meeting on the proposed allocation of funding within these three funding blocks for 2016-17.

2. RECOMMENDATIONS

Schools Forum is asked to note

- 2.1 The Dedicated Schools Block (DSG) funding for each of the three funding blocks for 2016-17 as announced by the DfE on 17th December 2015 as shown in table 1.
- 2.2 The latest control total for 2015-16 as shown in Appendix A.

Schools Forum to asked to approve

- 2.3 The inter-block transfers as set out in Table 2.

3. REASON

- 3.1 The Local Authority is required to inform Schools Forum about the annual allocation of DSG and consult on how the Local Authority proposes to spend these monies.

4. BACKGROUND INFORMATION

- 4.1 Table 1 below summarises the DSG funding for Waltham Forest for 2016-17, showing the equivalent funding for 2015-16.

Table 1: DSG funding for 2016-17 compared with 2015-16

Funding Block	2016-17	2015-16	Difference
	£m	£m	£m
Schools Block	195.332	192.864	2.467
Early Years	17.465	17.465	0.000
High Needs	34.799	34.233	0.566
Total Funding	247.596	244.563	3.034

Schools Block:

- 4.1 For the Schools Block, funding is determined by the actual number of pupils in maintained schools and academies in the 1 October 2015 School Census count. The school population is multiplied by the Schools Block Unit of Funding (SBUF) to determine the total grant.
- 4.2 The final census count is 37,326 (35,669 in 2015-16) and the SBUF for 2016-17 is £5,230.19 (£5,197.35 in 2015-16) giving a total of **£195.222m**. There was a further adjustment for non-recoupment academies amounting to **£0.056m** and including the funding for Newly Qualified Teachers of **£0.054m** brings the overall total to **£195.332m**
- 4.3 The report on the Local Funding Formula and the Growth Fund explains the effect of these changes and in particular and agreed principles to be applied to the Local Funding Formula as set out in September 2015 meeting.

Early Years Block:

- 4.4 The Early Years funding for 3 to 4 year olds for 2016-17 of is based upon the January 2015 early years census and school census which showed 2,962 fte pupils. This is multiplied by the Early Year Block Unit of funding of £4,884.45 (same as in 2015-16). This amounts to **£14.468m** (£14.468 in 2015-16). However, this figure will be adjusted, with the final adjustment following the January 2017 early years census. Final funding is pro-rated at 5/12ths (January 2016 pupil numbers for period April 2016- August 2016 and 7/12ths (January 2017 pupil numbers for the period September 2016 to March 2017).
- 4.5 As with 2015-16, **£0.329m** is added for implementing the extension of the Pupil Premium to 3-4 year olds. The allocation for Waltham Forest is based on headcount eligibility of 1,142 pupils and proxy FSM PTE of 1,089 making it roughly equivalent to **£300** per qualifying pupil.

- 4.6 Final Funding for 2 year olds will not be announced until June 2016 and will be based on the January 2016 early years census. The allocation shown is based on the figure received for 2015-16 which is **£2,669m**. This is calculated by multiplying an annual rate of **£5,016** multiplied by **532** full time equivalents. This equates to £5.28 per hour. All 2 year old settings are paid on a base rate of £6.00 per hour. It is proposed to meet the shortfall by the use of underspends from prior years.
- 4.7 A separate report on the Early Years Block provides more detail on the work of the Task and Finish group and provides a basis for consultation before final allocations are published in February 2016.

High Needs Block:

- 4.8 The baseline amount used by EFA for 2016-17 is **£34.233m**. To this amount **£0.067m** has been allocated for the agreed 20 post-16 places at Belmont Park as part of the Academic Year 2015/16 exceptional process for growth. A further **£0.500m** has been allocated to Waltham Forest as our share of the £92.5m national top up grant for High Needs based on our 2-19 aged population projection for 2016. There is no additional funding for growth in commissioned places as a result of actual demand for high needs places. This results in the High Needs Block allocation for 2016-17 at **£34.799m** (£34.233m 2015-16).
- 4.9 A separate report on the High Needs Block sets out the expenditure on High Needs block in more detail.

Transfer of funding between the three funding blocks:

- 4.10 The table below sets out the various inter-block transfers.

Table 2: Transfer of funding between the funding blocks for 2016-17

From	To	Reason	£m
Early Years	High Needs	SEN Support for High Needs pupils in early years settings	0.500
Early Years	Schools	Adjustment for rates for early years provision in schools being met from the schools block rather than charged to Early Years	0.125

- 4.11 In 2015-16 it was agreed that the schools block will transfer to the High Needs the effect of increasing place led funding from £8,000 per place to £10,000 per place. In 2016-17, this base adjustment will be funded from underspends from the High Needs Block for one year only.

5. CONSULTATION

- 5.1 The LA is informing Schools Forum on schools' revenue Funding Settlement for 2016-17 and the implications that this has for Waltham Forest. Recommendations for action are set out in the individual reports for each funding block.

Appendix A: DSG Block Control Total for 2015-16

	Notes	Schools Block	Early Years Block	High Needs Block	Other Additions	Totals
Census Counts						
Unit of Funding		35,669	2,962			
Calculated Funding (Unit of funding x Census)		£5,197.35	£4,884.45			
		£185,384,300	£14,467,700			£199,852,000
Transfer for Non-Recoupment Academy and Free schools	Revised 17 November 2015	£7,426,500				£7,426,500
Pupil Premium for 3-4 year olds			£328,900			£328,900
Cash Limited Funding	Change from Residency to Location basis			£34,233,100		£34,233,100
Newly Qualified Teachers					£53,500	£53,500
2 Year Old Funding (532 FTE x £5016)			£2,668,500			£2,668,500
Annoucement on DSG for 2015-16	Revised 17 November 2015	£192,810,800	£17,465,100	£34,233,100	£53,500	£244,562,500
Underspend from 2012-13 for growth	SF 18 September 2013:Agenda 4	£1,000,000				£1,000,000
Underspend from 2013-14 for growth	SF 14 January 2015: Agenda 4	£250,000				£250,000
Rates Adjustment		£81,500				£81,500
Underspend for 2014-15	SF September 2015	£290,100				£290,100
Underspend from 2013-14 from Early Years Block for 2 year olds	SF 17 September 2014: Agenda 6		£1,261,000			£1,261,000
Underspend on 2 Years Olds in 2014-15	SF September 2015		£3,264,600			£3,264,600
Underspend for 2013-14 for 3-4 year olds	SF September 2015		£512,400			£512,400
Adjustments for 2013-14 received in 2014-15	SF September 2015		£367,600			£367,600
Final Allocation of EYB for 3 to 4 Year Olds for 2013-14 and adjustment for 2015-16	As Advised by DFE 16 July 2015		£309,400			£309,400
Underspend from 2013-14 for SEN reforms	SF 18 September 2013: Agenda 5,amended SF 17 September 2014			£1,433,000		£1,433,000
Underspend on HNB for 2014-15	SF September 2015			£1,775,000		£1,775,000
Inter-Block Transfer from Schools Block to HNB for PRUS	SF 12 November 2014: Agenda 5	-£125,000		£125,000		£0
Inter-Block Transfer from Early Years Block to HNB for SEN Inclusion and Under 5's	SF 12 November 2014: Agenda 5		-£500,000	£500,000		£0
Inter-Block Transfer from Early Years Block to Schools Block Rates at Early Years Centre	SF 12 November 2014: Agenda 7	£125,000	-£125,000			£0
B/f Contingency				£584,498		
Totals Resources Available for allocation for spending		£194,432,400	£22,555,100	£38,066,100	£53,500	£255,107,100

Appendix A: DSG Block Control Total for 2015-16

	Notes	Schools Block	Early Years Block	High Needs Block	Other Additions	Totals
Growth Deduction for Schools Block	SF 14 January 2015: Agenda 4	-£3,750,000				-£3,750,000
Admissions and Appeals	SF 17 September 2014: Agenda 8	-£745,000				-£745,000
Schools Forum Administration	SF 17 September 2014: Agenda 8	-£43,600	-£4,100	-£8,200		-£55,900
Copyright Licensing	Confirmed by EFA 15 April 2015	-£159,900				-£159,900
Unallocated Underspend on Schools Block from 2014-15	SF September 2015	-£354,000				-£354,000
SEN reforms and post 16 provision				-£1,407,800		-£1,407,800
Use of Underspend on High Needs Block	SF September 2015			-£1,230,500		-£1,230,500
Centrally Retained Early Years Funding	SF 14 January 2015: Agenda 8		-£1,053,000			-£1,053,000
Retained Adjustments for 2013-14 for 3 to 4 Year olds	SF September 2015		-£367,600			-£367,600
Centrally Retained- Social Inclusion	SF 14 January 2015: Agenda 7			-£490,000		-£490,000
Retained for distribution to Schools to assist with training NQT's	As above				-£53,500	-£53,500
Sub- Total Centrally Retained Funding Deductions		-£5,052,500	-£1,424,700	-£3,136,500	-£53,500	-£9,667,200
Allocations to Schools and Academies						£0
Academy Deductions		-£60,761,400				-£60,761,400
Maintained Primary Schools:		-£69,025,800				-£69,025,800
Maintained Secondary:		-£46,249,000				-£46,249,000
Maintained All Through:		-£13,343,700				-£13,343,700
						£0
Allocated to settings 3-4 year olds	SF 11 February 2015: Agenda 5		-£13,636,700.00			-£13,636,700
Pupil Premium 3-4 Year Olds	Assumed to be fully allocated		-£328,900.00			-£328,900
Allocated to 2 year olds	Based on estimate above		-£7,164,800			-£7,164,800
						£0
Special Schools				-£15,648,400		-£15,648,400
Specialist Provisions				-£4,086,500		-£4,086,500
Mainstream Schools & PVIs				-£4,746,100		-£4,746,100
Post-16 Provision				-£650,000		-£650,000
Alternative Provision	SF 14 January 2015: Agenda 7			-£3,297,200		-£3,297,200
SEN Placements				-£4,182,000		-£4,182,000
Support Services in schools				-£1,749,000		-£1,749,000
In Year Contingency				-£570,400		-£570,400
Total Allocations and Deductions		-£194,432,400	-£22,555,100	-£38,066,100	-£53,500	-£255,107,100
Net Position after allocations		£0	£0	£0	£0	£0

3.79%

Meeting / Date	SCHOOLS FORUM 13 January 2016	Agenda Item	6
Report Title	High Needs Block 2016-17: Funding and Proposed Allocation to Schools, PRUs and Further Education Providers		
Decision/ Discussion/ Information	For Information and Decision		
Report Author/ Contact details	Andrew Beckett, Interim Assistant Director, Inclusion 020 8496 6512 andrew.beckett@walthamforest.gov.uk Shehwar Sultan, Group Accountant - High Needs 0208 496 6322 shehwar.sultan@walthamforest.gov.uk		
Appendices	Appendix A: Proposed HNB funding distribution 2016-17 Appendix B: Proposed HNB for Special Schools 2016-17 Appendix C: Proposed HNB for Special Resourced Provision 2016-17 Appendix D: Proposed HNB for Mainstream schools Appendix E: Proposed HNB for FE Colleges 2016-17 Appendix F: Proposed HNB for Alternative Provision and PRUs		

1. SUMMARY

- 1.1 In November 2015 Schools Forum received a report giving an update on High Needs Block (HNB) funding for 2015-16 and a forecast for 2016-17 with recommendations for the distribution of funding in that year (**Appendix A**). An earlier report to this meeting (agenda item 4) on the DSG settlement for 2016-17 (DSG Funding Blocks 2016-17) confirms the HNB funding from the Education Funding Agency (EFA) of **£34.799m**. The EFA deducts funding of **£7.747m** from this amount to directly allocate to Special School Academies and Academy Special Resource Provisions. This reduces the available HNB Funding to **£27.052m**. There is **£4.909m** available to add to this as a result of transfers from Early Years Block and balances brought forward from 2015-16 making the final available HNB funding for 2016-17 **£31.961m**.
- 1.2 This report provides information on changes in the forecast number of High Needs places required for 2016-17 and a breakdown of the main expenditure components of HNB which are:
- Commissioned places and top-up funding for Belmont Park Special School, Whitefield and Hornbeam Special School Academies. (**Appendix B**)
 - Commissioned places and top-up funding in Mainstream schools with Special Resource Provisions (SRPs). (**Appendix C**)
 - Top-up funding for pupils with Education, Health and Care Plans (EHCPs) in Mainstream Schools. (**Appendix D**)
 - Top-up funding for students with EHCPs in Further Education Institutions. (**Appendix E**).

- Place-led and top-up funding for Alternative provision (AP) and Pupil referral Units (PRUs). (**Appendix F**)
- Centrally retained services and outreach support services funded through the HNB. (Shown in **Appendix A**)

2. RECOMMENDATIONS

2.1 Schools Forum notes:

2.1.1 That the DSG HNB allocation from EFA for **FY 2016-17** is **£34.799m**.

2.1.2 That after deductions for Special Academies and adjustments for inter block transfers; and brought forward balances from 2015-16, the available DSG for **FY 2016-17** is **£31.961m**

2.2 **Schools Forum approves** the distribution of funding as shown in Appendix A as set out below:

2.2.1 **£9.938m** (exclusive of **£6.670m** for EFA payments to Special Academies and Post 16 Maintained Special School) for high needs provision in Special Schools

2.2.2 **£3.477m** (exclusive of **£0.714m** for EFA payments to Academy Special Resource Provision) for SRPs in mainstream schools

2.2.3 **£4.583m** for mainstream and early years providers (including in year adjustments for under 5s and 5-16 year olds)

2.2.4 **£0.847m** for Post-16 FE Providers

2.2.5 **£3.478m** for Alternative provision and PRUs

2.2.6 **£3.714m** for SEN placements in Independent and out of Borough schools

2.2.7 **£1.090m** (exclusive of **£0.363m** for EFA payments to Special School Academies and Post 16 Maintained Special School) for commissioned SEN support services to schools

2.2.8 **£1.102m** for centrally held support services such as Social Inclusion to support behaviour and Early Years SEND inclusion service.

2.2.9 **£3.732m** to be determined by Inclusion Group including the use of contingency and further support for pupils with High Needs. **£0.214m** of this has been agreed on a one year basis to allocate to cover the increase in expenditure on the Schools Block as a result of the EFA requirement to increase the cost of the commission PRU place element from £8k to £10k.

3. REASON

3.1 The LA is required to consult with Schools Forum on an annual basis regarding HNB funding and how this is distributed to meet pupil's special educational needs. Furthermore the LA wishes to continue working with its partners in determining how HNB funding is best utilised.

4. BACKGROUND

Income and expenditure within the HNB for 2016-17

- 4.1 The report to Schools Forum in November 2015 projected an income of **£34.041m** from the EFA. Waltham Forest has been allocated **£34.799m** by the EFA for **FY 2016-17**. Funding within the HNB for **FY 2016-17** has been increased further by the following:
- The base transfer of **£0.500m** from Early Years Block to support pupils aged 2-4
 - Cumulative funding brought forward from **FY 2015-16** is **£4.409m**
- 4.2 The base transfer of £0.214m from Schools Block to offset the cost of place-led funding for PRUs is to be funded from HNB underspends for **FY 2016-17** only.
- 4.3 Therefore, the current size of the High Needs Block for **FY 2016-17** is **£39.708m**, inclusive of **£7.747m** payable by EFA directly to Special School Academies and Academy Special Resource Provisions (shown in **Appendix A**).
- 4.4 The report to Schools Forum in November 2015 stated that having reviewed all provision funded through the HNB, the LA had calculated that in the Academic Year **AY 2016/17** it required an extra 46 places taking total places to 1,283. The EFA has confirmed no additional funding for increase in places therefore LA has put aside **£0.968m** for financing the planned expenditure in **FY 2016-17**.
- 4.5 The report in November 2015 highlighted anticipated cost pressures amounting to **£0.830** in **FY 2016-17**. Forecasts have been updated based on current information. Full information on forecasted expenditure is set out in **Appendix A** and is compared with **FY 2015-16**. This shows a total planned expenditure of **£39.708m** (inclusive of the **£7.747m** for EFA payments to Special School Academies and Academy Special Resource Provisions), including a small contingency of **£0.500m or 1%**

Forecast of specialist places in 2016-17

- 4.6 This covers:
- Place-led funding for Waltham Forest and other LA pre 16 pupils;
 - Place led funding for Waltham Forest post 16 students; and
 - Commissioning fees for Waltham Forest pupils and students attending:
 - Special schools and academies
 - Special Resource Provisions in mainstream schools and academies
 - Further Education (FE) Places
 - Alternative Provision and Pupil Referral Units
 - Non Maintained Special Schools (NMSS)
- 4.7 Table 1 below sets out the total number of places the LA plans to fund in the Academic Year **AY 2016/17**. Overall, the number of places increases from **1,237** to **1,283**. The main trends are:
- A growth in special schools (including location to residency adjustment) by 47 places
 - A growth in resource provisions by 6 places
 - A growth in FE by 11 places
 - A change in the process of commissioning places in NMSS

Table 1: Comparison of High Needs Commissioned Places AY 2015/16 and AY 2016/17

	AY2015/16	AY 2016/17	Change
Special Schools	707.00	754.00	47.00
Special Resource Provision	185.00	191.00	6.00
Further Education Colleges	56.00	67.00	11.00
Pupil Referral Units	136.00	136.00	0.00
Alternative Provision	135.00	135.00	0.00
Non Maintained Special Schools	18.00	0.00	-18.00
Total	1,237.00	1,283.00	46.00

- 4.8 **Appendix B** to this report sets out the proposed funding allocations to the five special schools. There is an overall increase in number of places commissioned of 47 (**£0.959m**). This is due to a slight increase in demand and changes in EFA funding regulations making it the responsibility of the home LA to fund the place element of places filled by other LAs. The LA has used the October 2015 schools census information to determine the number of places it requires to commission from special schools, bringing these schools in line with actual existing demand.
- 4.8.1 Most places in Waltham Forest special schools are taken up by Waltham Forest pupils. However some schools have a significant proportion of pupils from other LAs.
- 4.8.2 Allocating places over the proposed agreed places to be commissioned will have significant cost implications for HNB. The LA has agreed a process with special schools to monitor this possibility throughout the year to minimise the risk of this occurrence.
- 4.9 **Appendix C** to this report sets out the proposed funding for special resource provision (SRP) within mainstream schools and academies. With the expansion of SRPs the LA has been able to reduce the dependency on more expensive places in independent special schools and therefore control the costs more effectively. This has also provided more appropriate provision for the school population closer to home.
- 4.9.1 Since **AY 2013/14** places in SRPs have gradually grown from **160** in **AY 2013/14** (180 in AY 2014/15; 185 in 2015/16) to **190** in **AY 2016/17**. **AY 2016/17** sees the full year effect of these changes as demonstrated by the increase in the places in Hillyfield Academy.
- 4.9.2 Occupancy of places in SRPs is **86%** Jan (2016). The vacancy pattern will be reviewed through Schools Forum Inclusion Group in 2016 to inform the future development and commissioning of SRP places.
- 4.10 **Appendix E** shows the funding allocation for post-16 pupils in further education establishments. The LA has been responsible since April 2013 for funding the special educational needs of students who continue their educational programmes after leaving school. Prior to this it was the direct responsibility of the EFA. As such the LA is monitoring expenditure trends closely to inform future planning.
- 4.11 Expenditure on post 16 students has increased by **£0.197m** due to the inclusion of Project Search (an employment focused training programme for students with SEND) in this category.
- 4.12 **Appendix F** to this report sets out the places required in Alternative Provision and Pupil Referral Units. These remain at 271 in **AY 2016/17** (the same as **AY 2015/16**).

The expenditure however will increase by £180k due to the increase in place funding from £8,000 to £10,000, as required by changes in EFA funding regulations.

- 4.13 Since **AY 2015/16** LAs are not required to commission places from non-maintained special schools (non-profit making schools usually funded by charities). Therefore the place numbers for these institutions are excluded from the LA totals in **AY 2016/17**.

Forecast for mainstream schools and academies:

- 4.14 **Appendix D** to this report shows that the total number of high needs pupils being supported in mainstream schools has risen slightly from **349** in **FY 2015-16** to a forecast of **354** in **FY 2016-17**. The **FY 2016-17** cost of top-up funding is projected to remain fairly close to **FY 2015-16**.
- 4.15 Elements 1 and 2 are met from the schools delegated notional SEN budget in the Schools Block. Where schools have low Notional SEN budgets and have significant numbers of pupils with statements or EHCPs the LA operates a system of SEN protection funding.
- 4.16 The LA also provides some protection for schools facing a significant change in top-up funding between one year and the next. **Appendix D** shows the funding allocated to each mainstream school (including academies) for **FY 2016-17**.

Support Services funded through High Needs Block:

- 4.17 The LA is undertaking a procurement process for commissioning specialist outreach services e.g. SEN teaching, mobility officers, hearing impaired service etc. The amount earmarked for commissioning these contracts is **£1.453m**. It is not part of the individual special school and special academy budgets and is shown in **Appendix A**.
- 4.18 As well as place-led-funding and commissioning fees, the HNB also funds support for inclusion such as the Social Inclusion Services. This service support schools with pupils with behaviour and emotional and mental health difficulties. The funding for this service remains at **£0.438m**.
- 4.19 **£0.500m** has been allocated toward Early Years Inclusion and SEND service. **£0.156m** has been allocated towards continued implementation of SEND reforms for structural development.

5. STRATEGIC ISSUES

- 5.1 In January 2015 the Schools Forum agreed to establish a Task and Finish group comprising head teacher representatives from the Schools Forum to consider the following strategic issues:
- The balance between SEN school based formula funding and centrally retained HNB funding including any impact of Free schools on HNB expenditure
 - Forecast need for mainstream based SEN provision (SRP etc.) and the balance between this and special school provision
 - Review of expenditure on support services and how these could be delivered in the future
 - Monitoring and quality assurance processes
- It was agreed to develop the Task and Finish group into a standing Inclusion Group with the aim of keeping these issues under review and to formulate proposals on the best use of the HNB cumulative underspend.

6. CONSULTATION

- 6.1 The LA has consulted with individual providers for pupils and students. It has also provided regular reports to Schools Forum updating on funding arrangements within the High Needs Block. The LA is now asking Schools Forum to endorse the recommendations set out in this report.

APPENDIX A: Proposed High Needs Block funding distribution 2016-17

Description	2015-16 Plan	2016-17 Proposed Plan	Increase (+) / Decrease (-)	Indicative EFA Deductions	2016-17 Proposed Plan after deductions	Notes (See below)	Schools Forum Report Reference	Appendix
BASELINE	£ 34,232,366	£ 34,299,000	£ 66,634	-£ 7,747,000	£ 26,552,000	1		
Additional High Needs Block Top-Up funding		£ 500,000	£ 500,000		£ 500,000	2		
Education Funding Agency High Needs Block Allocation	£ 34,232,366	£ 34,799,000	£ 566,634	-£ 7,747,000	£ 27,052,000		2.1.1	
		above includes £7,747,000 funding directly paid to special academy trusts						
LA transfer from Early Years Block	£ 500,000	£ 500,000	£ -		£ 500,000			
LA transfer from Schools Block	£ 125,000	£ -	-£ 125,000		£ -	3		
Transfers between Blocks	£ 625,000	£ 500,000	-£ 125,000	£ -	£ 500,000			
2013-14 Balance - Unused resources	£ 1,448,000	£ 1,448,000	£ -		£ 1,448,000			
2014-15 Balance - Unused resources		£ 1,761,000	£ 1,761,000		£ 1,761,000			
Projected 15-16 - Unused resources		£ 232,000	£ 232,000		£ 232,000			
Projected 15-16 Unused resources allocated for financing the plan & contingency	£ 584,498	£ 968,000	£ 383,502		£ 968,000			
Balances Brought Forward	£ 2,032,498	£ 4,409,000	£ 2,376,502		£ 4,409,000	4		
HIGH NEEDS BLOCK INCOME TOTAL	£ 36,889,864	£ 39,708,000	£ 2,818,136	-£ 7,747,000	£ 31,961,000		2.1.2	
Special Schools: Appendix B								
Place Led and Commissioning (£16,607,518 includes £6,470,000 directly paid to special academy trusts & £200,000 for post 16 places in maintained special schools)	£ 15,648,410	£ 16,607,518	£ 959,108	-£ 6,670,000	£ 9,937,518	5	2.2.1	App B
TOTAL BUDGET	£ 15,648,410	£ 16,607,518	£ 959,108	-£ 6,670,000	£ 9,937,518			
Specialist Provisions: Appendix C								
Special Resourced Provision (inc PRU) (£4,191,792 includes £714,000 directly paid to special academy trusts)	£ 4,086,454	£ 4,191,792	£ 105,338	-£ 714,000	£ 3,477,792	6	2.2.2	App C
TOTAL BUDGET	£ 4,086,454	£ 4,191,792	£ 105,338	-£ 714,000	£ 3,477,792			
Mainstream Schools & PVIs: Appendix D								
Top-Up funding to mainstream schools	£ 3,505,086	£ 3,441,992	-£ 63,094		£ 3,441,992	7		
In-year Top-Up funding early years pupils: PVIs & mainstream providers	£ 512,000	£ 512,000	£ -		£ 512,000			
In-year Top-Up funding for 5-16 year olds	£ 729,000	£ 629,000	-£ 100,000		£ 629,000	8	2.2.3	App D
TOTAL BUDGET	£ 4,746,086	£ 4,582,992	-£ 163,094		£ 4,582,992			
Post-16 Provision: Appendix E								
Top up fees for further education providers	£ 650,000	£ 847,000	£ 197,000		£ 847,000			
TOTAL BUDGET	£ 650,000	£ 847,000	£ 197,000		£ 847,000	9	2.2.4	App E
Alternative Provision: Appendix F								
Alternative Provision	£ 1,287,500	£ 1,350,000	£ 62,500		£ 1,350,000			
Pupil Referral Units	£ 2,009,667	£ 2,128,000	£ 118,333		£ 2,128,000			
TOTAL BUDGET	£ 3,297,167	£ 3,478,000	£ 180,833		£ 3,478,000	10	2.2.5	App F
SEN Placements								
Independent and Other School Fees	£ 2,141,500	£ 2,141,500	£ -		£ 2,141,500			
Non-Maintained Special Schools	£ 868,600	£ 433,200	-£ 435,400		£ 433,200	11		
Speech and Language Special Schools	£ 140,000	£ 140,000	£ -		£ 140,000			
Other In-year placements	£ 257,500	£ 200,000	-£ 57,500		£ 200,000	12		
Out of Borough special schools	£ 415,000	£ 415,000	£ -		£ 415,000			
Out of Borough mainstream schools	£ 383,900	£ 383,900	£ -		£ 383,900			
TOTAL BUDGET	£ 4,206,500	£ 3,713,600	-£ 492,900		£ 3,713,600		2.2.6	
Support Services in schools								
Hearing impaired	£ 390,000	£ 390,000	£ -		£ 390,000			
Visually impaired	£ 199,000	£ 199,000	£ -		£ 199,000			
Autism	£ 216,000	£ 216,000	£ -		£ 216,000			
Physical difficulties	£ 174,000	£ 174,000	£ -		£ 174,000			
Learning Difficulties	£ 61,000	£ 61,000	£ -		£ 61,000			
Mobility Officers	£ 50,000	£ 50,000	£ -		£ 50,000			
Hospital Education Service (This amount includes £363,000 directly paid to special academy trusts)	£ 363,000	£ 363,000	£ -	-£ 363,000	£ -			
Integration Programmes	£ 60,000	£ -	-£ 60,000		£ -	13	2.2.7	
TOTAL BUDGET	£ 1,513,000	£ 1,453,000	-£ 60,000	-£ 363,000	£ 1,090,000			
Support Services LA:								
Social Inclusion & FAP	£ 438,200	£ 438,200	£ -		£ 438,200			
Early Years Inclusion SEND Service	£ 296,000	£ 500,000	£ 204,000		£ 500,000	14		
0 to 25 Implementation on EHC Planning	£ 51,800	£ 156,100	£ 104,300		£ 156,100	15		
Contribution to Schools Forum Administration	£ 8,247	£ 8,247	£ -		£ 8,247			
TOTAL BUDGET	£ 794,247	£ 1,102,547	£ 308,300		£ 1,102,547		2.2.8	
Use of Brought Forward Balances:								
Inclusion Group - Work in progress	£ 1,448,000	£ 3,231,551	£ 1,783,551		£ 3,231,551	16		
In Year Contingency	£ 500,000	£ 500,000	£ -		£ 500,000			
TOTAL BUDGET	£ 1,948,000	£ 3,731,551	£ 1,783,551	£ -	£ 3,731,551		2.2.9	
HIGH NEEDS BLOCK EXPENDITURE TOTAL	£ 36,889,864	£ 39,708,000	£ 2,818,136	-£ 7,747,000	£ 31,961,000			
			£ -					
	-£ 0	£ 0	£ 0	£ -	£ 0			

Notes:

1 Post 16 places for Belmont Park School following their redesignation to Post 16 status	9 Growth in places for employment focused training
2 Distribution of the National £92m high needs grant	10 Growth in Forest Pathway pupils; change in place-led funding from £8k to £10k
3 Agreed to use High Needs Underspend instead of Schools Block transfer for one year	11 Reflects the drop in pupils placed in expensive placements
4 Prior year underspends and 15-16 projected underspend	12 In line with outturn
5 Reflects the increasing cost of high needs pupils in special schools; change in legislation for funding other LA students	13 Reallocation of un-committed funds
6 Reflects commitment for funding growth in ASD places	14 SEND reforms for structural development
7 Change is as result of SEN protection	15 In line with changes to legislation.
8 Anticipated economies of scale from outcome focused & co-produced EHC plans	16 Balances available for funding projects agreed by Inclusion Group

APPENDIX B - HNB Funding in Special Academies and Schools 2016-17

Special School	Place Led Funding - Commissioned Places							Top-Up Funding - Actual Taken-up Places						Top-Up-Vacant Places					
	Places April - August	Places September - March	Average Places	April to August 2016	September to March 2017	April to August over subscribed	Total	Actual Places April August	Actual Places September - March	Average Places	April to August 2016	September to March 2017	Total	April to August	September to March	Total (Place Led + Actual Top-Up)	Reserved Places August to March 2017	Additional Amount	Total with vacant places
	A	B	C	D	E	F	G	H	I	J	K	L	M	N(D+F+K)	O(E+L)	P(N+O)	Q	R	S(P+R)
Belmont Park	60.00	65.00	62.92	£ 229,167	£ 405,000	£ 15,833	£ 650,000	65.00	65.00	65.00	£ 236,146	£ 401,854	£ 638,000	£ 481,146	£ 806,854	£ 1,288,000		£ -	£ 1,288,000
Hornbeam Trust	240.00	247.00	244.08	£ 948,333	£ 1,505,000	£ 60,000	£ 2,513,333	261.00	242.00	249.92	£ 1,194,125	£ 1,708,454	£ 2,902,579	£ 2,202,458	£ 3,213,454	£ 5,415,913	5.00	£ 101,063	£ 5,516,975
Joseph Clarke	82.00	92.00	87.83	£ 327,500	£ 553,333	£ 14,167	£ 895,000	87.00	82.00	84.08	£ 209,104	£ 280,813	£ 489,917	£ 550,771	£ 834,146	£ 1,384,917	10.00	£ 91,875	£ 1,476,792
Whitefield	325.00	350.00	339.58	£ 1,305,000	£ 2,090,833	£ 97,501	£ 3,493,334	351.00	338.00	343.42	£ 1,913,167	£ 2,770,500	£ 4,683,667	£ 3,315,668	£ 4,861,333	£ 8,177,001	12.00	£ 148,750	£ 8,325,751
	707.00	754.00	734.42	£ 2,810,000	£ 4,554,167	£ 187,501	£ 7,551,668	764.00	727.00	742.42	£ 3,552,542	£ 5,161,621	£ 8,714,163	£ 6,550,043	£ 9,715,788	£ 16,265,831	27.00	£ 341,688	£ 16,607,518

APPENDIX C: Proposed High Needs Block funding for Special Resource Provisions in Mainstream Schools 2016-17

Special Resource Provision School	Type of Provision	Capacity (Total Number of places available)	Commissioned Places (shown as a % of capacity)	Actual taken up shown as a % of total number of commissioned places	Place Led Funding - Commissioned Places				Top-Up Funding - Actual Places Taken-up				Total (Place Led + Actual Top-Up)	Available Vacant Places	Additional Amount if vacant places filled	Total		
					Places April - August	Places Sept - March	Annualised Commissioned Places	Total Place Led	Over Capacity	Amount	Actual Places April - August	Actual Places Sept - March					Annualised Actual Filled Places	Total Top-up
		A	B (F/A %)	C (J/D %)	D	E	F	G	H	I	J	K	L	M	N (G+I+M)	O (F-L)	P	Q (N+P)
Maintained Mainstream School - Primary																		
Whitehall Primary School	HI	24	92%	91%	22.00	22.00	22.00	£ 220,000			20.00	19.00	19.42	£ 183,750	£ 403,750	2.58	£ 23,250	£ 427,000
South Grove Primary School	ASD/GDD	18	100%	89%	18.00	18.00	18.00	£ 180,000			16.00	13.00	14.25	£ 224,438	£ 404,438	3.75	£ 59,063	£ 463,500
Davies Lane Primary School	ASD	28	68%	100%	19.00	19.00	19.00	£ 190,000			19.00	19.00	19.00	£ 267,750	£ 457,750			£ 457,750
Oakhill School	SLCN	6	100%	67%	6.00	6.00	6.00	£ 60,000			4.00	4.00	4.00	£ 42,750	£ 102,750	2.00	£ 18,000	£ 120,750
Maintained Mainstream School - Secondary																		
Frederick Bremer Secondary School	ASD	15	127%	95%	19.00	19.00	19.00	£ 190,000			18.00	17.00	17.42	£ 227,063	£ 417,063	1.58	£ 24,938	£ 442,000
Heathcote Secondary School	HI	15	100%	53%	15.00	15.00	15.00	£ 150,000			8.00	8.00	8.00	£ 78,750	£ 228,750	7.00	£ 63,000	£ 291,750
Buxton All Through	SLCN	18	89%	88%	16.00	16.00	16.00	£ 160,000			14.00	12.00	12.83	£ 166,000	£ 326,000	3.17	£ 28,500	£ 354,500
Recoupmnt Academy																		
Highams Park Secondary School	VI	15	40%	67%	6.00	6.00	6.00	£ 60,000			4.00	4.00	4.00	£ 36,000	£ 96,000	2.00	£ 18,000	£ 114,000
Chingford Foundation Secondary School	SLCN/ASD	30	83%	84%	25.00	25.00	25.00	£ 250,000			21.00	21.00	21.00	£ 180,500	£ 430,500	4.00	£ 36,000	£ 466,500
Hillyfield Academy	ASD			100%	6.00	12.00	9.50	£ 95,000	4.00	£ 16,667	10.00	10.00	10.00	£ 141,750	£ 253,417	1.17	£ 18,375	£ 271,792
The Woodside Primary School	ASD	24	88%	81%	21.00	21.00	21.00	£ 210,000			17.00	14.00	15.25	£ 240,188	£ 450,188	5.75	£ 90,563	£ 540,750
PRU																		
Primary PRU's - SEBD	BESD			100%	6.00	6.00	6.00	£ 60,000			6.00	2.00	3.67	£ 33,000	£ 93,000	2.33	£ 21,000	£ 114,000
Secondary PRU's - SEBD	BESD			33%	6.00	6.00	6.00	£ 60,000			2.00	2.00	2.00	£ -	£ 60,000	4.00	£ 67,500	£ 127,500
TOTAL				86%	185.00	191.00	188.50	£ 1,885,000	4.00	£ 16,667	159.00	145.00	150.83	£ 1,821,938	£ 3,723,604	39.33	£ 468,188	£ 4,191,792

Abbreviation	Type of Need
ASD	Autism Spectrum Disorder
BESD	Behaviour Emotional & Social Difficulties
HI	Hearing Impairment
SLCN	Speech, Language, Communication Needs
VI	Visual Impairment

APPENDIX D: Proposed High Needs Block funding for Mainstream Schools and PVI's 2016-17										
Mainstream Schools SEN - April 2016 to March 2017										
	Number of Pupils with EHC or Statement of SEN	Number of High Needs Pupils	Notional SEN	Place led Funding (from Notional SEN)	Commissioned element for WF statement children	SEN Protection Funding	SEN Mitigation	Total High Needs Block	Commissioned element for statement children from other LA	Total
			This is a notional amount- Included in 5-16 Formula	Element 1 & 2 contribution from Notional SEN	Element 3 From High Needs Block	From High Needs Block	From High Needs Block		School to invoice other Local Authorities	
					A	B	C	A+B+C	D	A+B+C+D
Maintained Schools										
Nursery Schools										
Acacia Nursery	1	1	£ -	£ -	£ 2,250	£ -	£ 4,670	£ 6,920	£ -	£ 6,920
Church Hill Nursery			£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Low Hall Nursery	2	2	£ 3,331	£ 3,331	£ 7,357	£ -	£ 7,357	£ 7,357	£ -	£ 7,357
	3	3	£ -	£ 3,331	£ 9,607	£ -	£ 4,670	£ 14,277	£ -	£ 14,277
Primary Schools										
Ainslie Wood Primary	5	4	£ 161,891	£ 45,211	£ 54,456	£ -	£ 54,456	£ -	£ -	£ 54,456
Barn Croft Primary			£ 87,306	£ -	£ -	£ 4,080	£ 4,080	£ -	£ -	£ 4,080
Chapel End Infant School	8	8	£ 120,270	£ 58,273	£ 101,477	£ -	£ 101,477	£ -	£ -	£ 101,477
Chase Lane Primary	4	3	£ 254,081	£ 35,762	£ 32,405	£ -	£ 32,405	£ -	£ -	£ 32,405
Chingford C of E Primary	3	3	£ 134,611	£ 28,346	£ 32,405	£ -	£ 32,405	£ -	£ -	£ 32,405
Coppermill Primary	3	3	£ 105,174	£ 28,346	£ 45,905	£ -	£ 45,905	£ -	£ -	£ 45,905
Davies Lane Primary	5	3	£ 209,981	£ 43,179	£ 32,405	£ -	£ 32,405	£ -	£ -	£ 32,405
Dawlish Primary	4	4	£ 75,674	£ 26,771	£ 43,292	£ -	£ 43,292	£ -	£ -	£ 43,292
Downsell Primary	9	7	£ 278,620	£ 80,973	£ 86,861	£ -	£ 86,861	£ -	£ -	£ 86,861
Edinburgh Primary	8	8	£ 260,676	£ 64,565	£ 67,998	£ -	£ 67,998	£ -	£ -	£ 67,998
George Tomlinson Pri	6	5	£ 222,532	£ 54,659	£ 49,508	£ -	£ 49,508	£ -	£ -	£ 49,508
Greenleaf Primary	6	5	£ 149,023	£ 43,636	£ 42,343	£ 11,370	£ 53,714	£ -	£ -	£ 53,713
Gwyn Jones Primary	5	5	£ 113,664	£ 41,471	£ 64,654	£ -	£ 64,654	£ -	£ -	£ 64,654
Handsworth Primary	3	3	£ 85,173	£ 28,346	£ 39,155	£ -	£ 39,155	£ -	£ -	£ 39,155
Henry Maynard Primary	8	6	£ 258,913	£ 66,012	£ 69,383	£ -	£ 69,383	£ -	£ -	£ 69,383
Jenny Hammond Primary	8	7	£ 100,951	£ 62,533	£ 66,134	£ 12,060.00	£ 4,640	£ 82,834	£ -	£ 82,834
Longshaw Primary	1	1	£ 163,854	£ 3,937	£ 6,376	£ -	£ 6,376	£ -	£ -	£ 6,376
Mayville Primary	2	2	£ 164,597	£ 18,897	£ 30,603	£ -	£ 30,603	£ -	£ -	£ 30,603
Mission Grove Primary	8	8	£ 286,499	£ 75,588	£ 95,412	£ -	£ 95,412	£ -	£ -	£ 95,412
Newport Primary	11	8	£ 297,277	£ 81,303	£ 72,572	£ 2,900	£ 75,472	£ -	£ -	£ 75,472
Oakhill Primary	2	2	£ 60,758	£ 18,897	£ 23,853	£ -	£ 23,853	£ -	£ -	£ 23,853
Our Lady's & St Georges	5	5	£ 132,706	£ 41,731	£ 40,582	£ -	£ 40,582	£ -	£ -	£ 40,582
Selwyn Primary	7	6	£ 248,169	£ 58,596	£ 59,821	£ 9,090	£ 68,911	£ -	£ -	£ 68,911
South Grove Primary	5	4	£ 231,783	£ 45,211	£ 61,206	£ -	£ 61,206	£ -	£ -	£ 61,206
St Josephs R C Infant	3	3	£ 80,609	£ 28,346	£ 32,405	£ -	£ 32,405	£ -	£ -	£ 32,405
St Josephs R C Junior	3	3	£ 93,977	£ 17,322	£ 21,303	£ -	£ 21,303	£ -	£ -	£ 21,303
St Marys R C Primary	1	1	£ 47,860	£ 9,449	£ 15,302	£ -	£ 15,302	£ -	£ -	£ 15,302
St Patrick R C Primary	5	5	£ 149,423	£ 47,243	£ 56,258	£ -	£ 56,258	£ -	£ -	£ 56,258
Stoneydown Park Primary	4	4	£ 190,399	£ 32,282	£ 32,030	£ -	£ 32,030	£ -	£ -	£ 32,030
Thorpe Hall Primary	11	5	£ 204,219	£ 91,742	£ 56,258	£ 8,600	£ 64,858	£ -	£ -	£ 64,858
Parkside Primary	7	6	£ 203,916	£ 58,596	£ 51,269	£ -	£ 51,269	£ 8,552	£ -	£ 59,821
Whitehall Primary	9	8	£ 188,012	£ 65,950	£ 92,029	£ -	£ 92,030	£ -	£ -	£ 92,029
Winns Primary	3	2	£ 348,200	£ 26,314	£ 17,103	£ -	£ 17,103	£ -	£ -	£ 17,103
Woodford Green Primary	1	1	£ 70,765	£ 9,449	£ 15,302	£ -	£ 15,302	£ -	£ -	£ 15,302
	173	148	£ 5,781,566	£ 1,438,930	£ 1,608,057	£ 12,060	£ 40,680	£ 1,660,806	£ 8,552	£ 1,669,349
All Through Schools										
Buxton School	9	7	£ 975,088	£ 81,253	£ 77,063	£ -	£ 77,063	£ 3,433	£ -	£ 80,496
George Mitchell All Through Sch	10	4	£ 615,202	£ 70,347	£ 23,347	£ -	£ 23,347	£ -	£ -	£ 23,347
	19	11	£ 1,590,291	£ 151,601	£ 100,410	£ -	£ -	£ 100,410	£ 3,433	£ 103,843
Secondary Schools										
Frederick Bremer Secondary	18	9	£ 687,965	£ 146,790	£ 69,237	£ 4,090	£ 73,327	£ -	£ -	£ 73,327
Heathcote Secondary	14	11	£ 555,279	£ 131,643	£ 62,991	£ -	£ 62,991	£ 16,480	£ -	£ 79,471
Holy Family College	22	9	£ 519,993	£ 167,307	£ 84,366	£ -	£ 84,366	£ -	£ -	£ 84,366
Kelmscott Secondary	15	10	£ 676,713	£ 114,910	£ 86,236	£ 220	£ 86,456	£ -	£ -	£ 86,456
Lammas School and Sports College	6	4	£ 630,900	£ 40,836	£ 19,913	£ -	£ 19,913	£ -	£ -	£ 19,913
Leytonstone Secondary	11	4	£ 534,177	£ 93,401	£ 46,460	£ -	£ 46,460	£ -	£ -	£ 46,460
Norlington Boys Secondary	7	7	£ 361,889	£ 60,077	£ 56,694	£ -	£ 56,694	£ -	£ -	£ 56,694
Walthamstow Girls Sec	14	8	£ 524,299	£ 110,277	£ 69,807	£ -	£ 69,807	£ -	£ -	£ 69,807
Willowfield Secondary	23	17	£ 499,456	£ 183,483	£ 148,058	£ -	£ 148,059	£ -	£ -	£ 148,058
	130	79	£ 4,990,670	£ 1,048,724	£ 643,762	£ -	£ 4,310	£ 648,074	£ 16,480	£ 664,552

APPENDIX D: Proposed High Needs Block funding for Mainstream Schools and PVI's 2016-17										
Mainstream Schools SEN - April 2016 to March 2017										
	Number of Pupils with EHC or Statement of SEN	Number of High Needs Pupils	Notional SEN	Place led Funding (from Notional SEN)	Commissioned element for WF statement children	SEN Protection Funding	SEN Mitigation	Total High Needs Block	Commissioned element for statement children from other LA	Total
			This is a notional amount- Included in 5-16 Formula	Element 1 & 2 contribution from Notional SEN	Element 3 From High Needs Block	From High Needs Block	From High Needs Block		School to invoice other Local Authorities	
					A	B	C	A+B+C	D	A+B+C+D
Total Maintained Schools	325	241	£ 12,362,527	£ 2,642,585	£ 2,361,836	£ 12,060	£ 49,660	£ 2,423,567	£ 28,465	£ 2,452,021
Pupil Referral Units										
Academies										
Primary Academies										
Barclay Primary	7	5	£ 392,820	£ 50,792	£ 31,353		£ 5,690	£ 37,043	£ 15,302	£ 52,345
Chapel End Junior Academy	4	4	£ 156,736	£ 37,794	£ 54,456		£ -	£ 54,456	£ -	£ 54,456
Chingford Hall Primary	5	2	£ 142,540	£ 41,147	£ 17,103		£ -	£ 17,103	£ -	£ 17,103
Emmanuel Community Free Sch	1	1	£ 50,807	£ 9,449	£ 8,552		£ 11,020	£ 19,572	£ -	£ 19,572
Hillyfield Primary	14	12	£ 424,374	£ 106,169	£ 97,176		£ 8,420	£ 105,596	£ 18,052	£ 123,647
Larkwood Primary	1		£ 238,050	£ 7,417	£ -		£ -	£ 0	£ -	£ -
Riverley Primary	5	5	£ 166,343	£ 30,708	£ 34,542		£ -	£ 34,542	£ -	£ 34,542
Roger Ascham Primary	5	4	£ 256,186	£ 45,211	£ 54,456		£ -	£ 54,456	£ -	£ 54,456
Sybourn Primary	3	2	£ 286,108	£ 20,802	£ 21,677		£ -	£ 21,677	£ -	£ 21,677
St Marys C of E Primary	6	4	£ 149,578	£ 52,627	£ 40,956		£ -	£ 40,956	£ -	£ 40,956
St Saviour C of E Primary	6	3	£ 162,905	£ 50,595	£ 39,155		£ -	£ 39,155	£ -	£ 39,155
The Woodside School	8	7	£ 535,128	£ 59,449	£ 59,446		£ -	£ 59,446	£ -	£ 59,446
Thomas Gamuel Primary	3	2	£ 214,065	£ 26,314	£ 23,853		£ -	£ 23,853	£ -	£ 23,853
Whittingham Primary			£ 206,647	£ -	£ -		£ -	£ -	£ -	£ -
Willowbrook Primary	1	1	£ 275,490	£ 9,449	£ 8,552		£ -	£ 8,552	£ -	£ 8,552
Walthamstow Primary			£ 5,092	£ -	£ -		£ -	£ -	£ -	£ -
Yardley Primary	8	8	£ 132,316	£ 64,565	£ 78,685		£ 1,100	£ 79,786	£ -	£ 79,785
Secondary Academies										
Chingford Secondary	33	19	£ 681,339	£ 262,121	£ 136,479		£ -	£ 136,480	£ -	£ 136,479
Connaught Girls Secondary	8	6	£ 328,336	£ 53,234	£ 53,210		£ -	£ 53,210	£ -	£ 53,210
Eden Girls Free School	1	1	£ 167,540	£ 10,760	£ 14,990		£ -	£ 14,990	£ -	£ 14,990
Highams Park Secondary	16	9	£ 560,607	£ 131,564	£ 61,019		£ -	£ 61,019	£ 8,240	£ 69,259
Rush Croft Secondary	7	6	£ 500,352	£ 59,423	£ 53,327		£ -	£ 53,327	£ -	£ 53,327
Walthamstow Academy	20	12	£ 696,882	£ 171,919	£ 103,205		£ -	£ 103,205	£ -	£ 103,205
Total Academies	162	113	£ 6,730,242	£ 1,301,506	£ 992,191	£ -	£ 26,230	£ 1,018,425	£ 41,593	£ 1,060,014
Grand Total	487	354	£ 19,092,769	£ 3,944,091	£ 3,354,027	£ 12,060	£ 75,890	£ 3,441,992	£ 70,058	£ 3,512,035
In year Top-Up funding PVI's and Mainstream Settings								£ 512,000		
In year EHC plans on 5 to 16 year olds in Mainstream Schools								£ 629,000		
								£ 4,582,992		
Key:	LA - Local Authority		SEN - Special Education Needs		EHC - Education Health and Care Plans					

APPENDIX E: High Needs Block funding for Further Education Colleges and Institutions in 2016-17

Institution Type	Institution Name	Projected number of Learners April 2016 to March 2017	Proposed Commissioning Fee
Further Education Provider	Area 51 Education	1	£ 19,230
Further Education Provider	Barking & Dagenham	5	£ 14,060
Further Education Provider	Barnet & Southgate College	2	£ 42,651
Independent Specialist Provider	Breckenbrough	1	£ 54,810
Further Education Provider	Capel Manor	1	£ 5,268
Further Education Provider	Epping Forest College	17	£ 128,262
Further Education Provider	Leyton Sixth Form	4	£ 19,653
Further Education Provider	Newham College of Further Ed	3	£ 17,365
Further Education Provider	Oaklands College	1	£ 20,390
Further Education Provider	RLSB	1	£ 23,584
Further Education Provider	Sir George Monoux College	4	£ 17,660
Independent Specialist Provider	St Piers, Young Epilepsy	1	£ 36,417
Charitable Organisation	The Clarence Centre/Care Trade Centre	1	£ 14,800
Further Education Provider	The College of Haringey, Enfield and North East London	6	£ 41,198
Further Education Provider	Tower Hamlets	1	£ 26,800
Further Education Provider	Waltham Forest College	33	£ 157,073
Further Education Provider	Project Search Place Led	12	£ 48,000
	Project Search Top-Up		£ 160,000
Total		82	£ 847,222

APPENDIX F: High Needs Block Funding for Alternative Provisions and Pupil Referral Units 2016-17

Provision	April 2015 to August 2015		September 2015 to March 2016		Financial Year 2015-16			April 2016 to March 2017		Financial Year 2016-17		
	Places	Funding per place	Places	Funding per place	April to August	September to March	Total 2015-16	Places	Funding per place	April to August	September to March	Total 2016-17
Alternative Provision	150	£8,000	135	£10,000	£500,000	£787,500	£1,287,500	135	£10,000	£562,500	£787,500	£1,350,000
Total AP					£500,000	£787,500	£1,287,500			£562,500	£787,500	£1,350,000
Forest Pathways	54	£22,000	64	£22,000	£495,000	£821,333	£1,316,333	64	£22,000	£586,667	£821,333	£1,408,000
PRU Schools	82	£8,000	72	£10,000	£273,334	£420,000	£693,334	72	£10,000	£300,000	£420,000	£720,000
Total PRU	136		136		£768,334	£1,241,333	£2,009,667	136		£886,667	£1,241,333	£2,128,000
Total AP & PRU	286		271		£1,268,334	£2,028,833	£3,297,167	271		£1,449,167	£2,028,833	£3,478,000

LONDON BOROUGH OF WALTHAM FOREST

Meeting / Date	SCHOOLS FORUM 13 January 2016	Agenda Item	7
Report Title	Further Feedback from Early Years Task & Finish Group		
Decision/ Discussion/ Information	For Decision and Information		
Report Author/ Contact details	Eve McLoughlin, Head of Education Support 020 8496 3576 eve.mcloughlin@walthamforest.gov.uk		
Appendices	<p>Appendix A: November 2015 Consultation results</p> <p>Appendix B : Key information from the Chancellors spending review and autumn statement was published on 25 November 2015 regarding Childcare and the provision of Free Early Education places to 2,3 & 4 year olds</p> <p>Appendix C: Indicative 2016-17 budget allocations</p> <p>Appendix D: Early Years DSG allocations 2015-16 analysis</p> <p>Appendix E: Summary of Early Years Task and Finish Group Discussions</p>		

1. SUMMARY

1.1 This report provides some further feedback from the meetings of the Early Years Task and Finish Group on:

- The 2016-17 Early Years Single Funding Formula (EYSFF)
- The use of centrally retained funding for Early Years Support Services (2016-17)

2 RECOMMENDATIONS

Schools Forum to agree that:

- 2.1 A final consultation on the Early Years Single Funding Formula will be undertaken in late January/early February 2016.
- 2.2 This final consultation will not include questions where there was an agreement rate of 70% + to the consultation in November 2015 (Appendix A).
- 2.3 £0.500m of the 2014-15 Early Years underspend be allocated to increase the new 2016-17 base rate (produced via the final consultation in January 2016) by 4% and that this allocated be based on:

- a one off additional 2016-17 quality payment of 2.5% of the 2016-17 base rate. This rate would not be payable beyond March 2017, when the national increase in EYSFF funding via the new Early Years National Funding Formula (EYNFF) comes into effect.
- a 1.5% increase to the base rate.

This increase would be in advance of the EYNFF increase, which will need to be taken into consideration when the 2017-18 EYNFF is published.

2.4 The Early Years Task & Finish Group undertake the following:

- 2.4.1 Carry out further work on establishing premises costs such as lease, rental and mortgage costs that are unique to some providers, and consult on a tiered base rate which is based on costs obtained from the business rates team and providers.
- 2.4.3 Explore the possibility of funding 2 fte Senior Child Protection & Safeguarding Advisor posts from 2016-17, 1 fte funded via the Early Years Block (EYB), which has already been agreed via consultation with providers, and 1 fte funded by schools via pooled DSG funding.
- 2.4.4 Carry out further work, in partnership with the Inclusion Service with regards to payments made via the EYB in respect of supporting children with SEND as outlined in 5.2.5 below.
- 2.4.5 LA officers and Health to provide further details of the support, advice and training that will be funded via the centrally element of the EYB, based on the consultation results (Appendix A) and service needs/priorities. Indicative budget allocations are outlined in Appendix C.
- 2.4.6 Report back to Schools Forum in February 2016 on the final consultation outcome and recommendations for the 2016-17 EYSFF, use of centrally retained Early Years funding and use of 2014-15 underspend.

3 REASON

- 3.1 The Local Authority is required to consult annually with Schools Forum on arrangements for Early Years provision and to inform on any developments.

4 BACKGROUND

4.1 The School and Early Years Finance (England) Regulations 2014:

- require a local authority to consult its Schools Forum, Schools and Early Years providers about any proposed changes to the factors and criteria taken into account, and the methods, principles and rules adopted in the Early Years Single Funding Formula(EYSFF)
- states that the LA may centrally retain Early Years Expenditure for Early Years provision outside of the EYSFF.

- 4.2 Numbers of places on the Early Years Task and Finish group have been allocated based on 10% of the total number of FEEE providers from each sector. This equates to:
- Term Time Providers – 4 places
 - School providers – 6 places
 - Year Round providers - 5 places
- 4.3 Initial consultation was posted on the Hub on Wednesday 18 November 2015 and closed on Friday 27 November. There were approx. 55 respondents to the EYSFF consultation and approx. 45 respondents to the centrally retained funding consultation (not all respondents answered all questions).
- 4.4 The Chancellors spending review and autumn statement was published on 25 November 2015 and contained a range of information in relation to Childcare and the provision of Free Early Education places to 2,3 & 4 year olds (Appendix B).
- 4.5 The Early Years Task and Finish Group met on 2 December 2015 to discuss the 2016-17 EYSFF and on 10 December 2015 to discuss the use of centrally retained funding for Early Years Support Services. The group also reviewed the outcome of the initial Early Years Consultation carried out via Survey Monkey between 18 and 25 November 2015 (Appendix A) and the information provided by the DfE in the Autumn statement on 25 November 2015.
- 4.6 The Government will consult on the role of local authorities in the delivery of funded childcare and the National Funding Formula for early years in the New Year, and intends to engage closely with LAs to hear their views on this package of reforms.

5 Consultation

- 5.1 The Early Years Task and Finish Group is the main component of consultation on the early years single funding formula and the use of centrally retained funding from the EY DSG.
- 5.2 Community groups have been set up on the education website, The Hub, for each sector. Providers within their respective groups are able to post messages to this group, which then be brought to the Early Years Task & Finish Group by the lead for the relevant sector lead.
- 5.3 An initial consultation was completed in November 2015. A final consultation will be completed in January/February 2016.

Consultation Responses

- Broadly in Agreement with most questions
- Q3-Retain components will not be asked in Jan.
- Q5-furtherwork needed on Unit Costing exercise.
- Q7-Agreed to top up base rates if other factors allocations fall
- Q9-In favour of increasing base rate
- Q10-% or flat rate for quality supplement, further question in Jan.
- Q11-agreed to increase base rate to buy more services from LA

CSR

- Changes for 2017-18
- 2 year olds to raise to £5.39 on average
- 3 to 4 year olds £4.88/4.56 incl pp
- Consultation to be issued in 2016-17

Proposal

- Retain 3 components
- Base Rate- tiered to recognise premises costs, Unit costing after Xmas
- Any excess in Deprivation to be used to increase base rate.
- % or flat rate for quality supplement
- Set aside £0.5 million from underspend to give one-off increase of 4%
- 4% made up of 1.5% on base rate and 2.5% on quality as % of base rate.

Centrally Retained

- Agreed Extra SENCO support needed across all settings
- In favour of Universal offer, swapping services within not an option, as this disrupts staff planning... but settings need to work together
- Some discussion on 30 hours challenge, now seems to be available to most families
- PVI's are used to managing 30hrs...need to work together
- Some discussion about pilot
- Further discussion next meeting on the 10th, but refined discussion on the delivery of services.

Appendix B

Key information from the Chancellor's spending review and autumn statement was published on 25 November 2015 regarding Childcare and the provision of Free Early Education places to 2,3 & 4 year olds

1. Together with the funding announced at Summer Budget, the Government will be investing over £1 billion per year by 2019-20 to fund its manifesto pledge for 30 hours of childcare for working parents of 3 and 4 year olds. The funding includes £300 million for a significant uplift to the rate paid for the 2, 3 and 4 year old entitlements. The new national average rates will be £4.88 for 3 and 4 year olds and £5.39 for 2 year olds. These will come into effect from 2017-18.
2. The 2 year old entitlement of 15 hours per week of free early education will continue to be provided for children in the 40% most disadvantaged households.
3. All 3 and 4 year olds will continue to be eligible for 15 hours per week of free early education. This is a universal entitlement for all children.
4. Both of these entitlements will benefit from the uplifted funding rates.
5. The £300m per year being invested in increasing the rate is new money, in addition to funding allocated on the EYPP. The uplift means that the national average hourly funding rate is increasing from £4.56 (including the EYPP) to £4.88 (including the EYPP). The EYPP itself constitutes around 5p of these funding rates. The EYPP was included in the uplifted rate for 3 and 4 year olds to reflect the total government investment in the free entitlement.
6. The Early Years Pupil Premium (EYPP) will continue and is separate funding allocated to early years providers based on the eligibility of individual children. In 2015-16 this was paid at 53p per hour.
7. The DfE acknowledge that the current funding system for the three- and four-year-old entitlement does not deliver fair and equitable funding and that costs are not the same across the country. They have also committed to make adjustments to the rate to reflect local circumstances and will ensure that the increased funding is allocated fairly between local authorities, through a new national funding formula which will enable all councils to afford to pay providers a sustainable rate. This will be consulted on in the new year. The DfE expect the Early Years National Funding Formula (EYNFF) to come into effect from April 2017.
8. To build capacity, capital funding is available to create nursery provision as part of new Free Schools. The Department for Education estimates that at least 4000 places will be created this way. In addition to this investment, the Department intends to allocate at least £50 million of its capital allocation to support the creation of early years places.
9. This uplift was determined following an extensive, 6-month Review of the Cost of Providing Childcare by the DfE. It was led by the Department for Education's Chief Analyst with support from a team of economists from DfE and was an analytically-led and evidence based report. It was also the product of substantial

engagement with providers both through the call for evidence and series of roundtables across the country. This exercise informed decisions about the increase to the funding rates.

10. The final report has been published and is available at:
<https://www.gov.uk/government/publications/review-of-childcare-costs>
11. The additional 15 hours for 3&4 year olds will be available from September 2017 to families where both parents are working (or the sole parent is working in a lone parent family), and each parent earns a weekly minimum equivalent to 16 hours at national minimum wage or living wage, and less than £100,000 per year. Working will include employed and self-employed persons.
 - a. In a household where at least one parent earns £100k, that family will not be eligible to take up the extra free hours.
12. The 30 hours entitlement will be available nationally from September 2017, but will be offered in some local authority areas from September 2016 through the Early Implementer Programme. This will be an opportunity to find out what works and what doesn't in delivering the extended entitlement.
13. The National Living Wage (NLW) will come into force for workers aged 25 and over from April 2016 and operate alongside the NMW for workers under the age of 25. This means that, when the extended entitlement goes live, a working parent who is over 25 will need to earn a weekly minimum equivalent of £115.20 whereas a working parent who is 21 will need to earn weekly minimum equivalent of around £107 (at this year's rates).
14. Part-time and self-employed working parents as well as working parents employed on zero-based contracts will all be eligible to apply for the extended entitlement – provided they are each earning a weekly minimum equivalent to 16 hours a week at either the national minimum wage (NMW) or the national living wage (NLW).
15. In general families where one parent does not work (or neither parent works) will not be eligible for these additional hours. However, the Government intends to make provision so that parents in certain circumstances will be regarded as being in work. This includes couple families where one parent is in receipt of benefits relating to caring responsibilities or their disability. More information was published in the Policy Statement on 2 October and full details will be set in regulations. The policy statement is available at:
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/465446/Childcare_Bill_Policy_statement.pdf
16. The Government will consult on the role of local authorities in the delivery of funded childcare and the National Funding Formula for early years in the New Year, and intends to engage closely with LAs to hear their views on this package of reforms.

Appendix C: Indicative 2016/17 budget allocations

Centrally Retained Funding

Team around the Setting (TAS) Universal support
EY SEND support

Description		No of FTE posts	FTE salary	total annual charge
EY service management		1	80,000	80,000
Education Business Consultant- PVI	Strategic	0.6	50,000	30,000
Education Business Consultant- Schools	Strategic	0.6	50,000	30,000
Education Business Support	2 x 1 day visits to 150 settings @£300 per visit (0.5 day visit, 0.5 day write up)	1	90,000	90,000
2 x FEEE Finance Officers		2	35,000	70,000
2 x participation officers		2	35,000	70,000
1 x training officer		1	43,000	43,000
Training Costs				20,035
0.5 CYPD officer	other 0.5fte to be pooled by schools?	0.5	43,000	21,500
0.5 Hub Officer	other 0.5fte to be pooled by schools?	0.5	43,000	21,500
Project Manager		0.5	49,000	24,500
Project support/admin officer		1	30,000	30,000
Early Years Consultant PVI	Strategic	0.6	50,000	30,000
Early Years Consultants Schools	Strategic	0.6	50,000	30,000
Early Years L&D and T&L	2 x 1 day visits to 150 settings @£300 per visit (0.5 day visit, 0.5 day write up)	1	90,000	90,000
EYFSP Moderation & Yr 1 Phonics check				9,000
EY safeguarding post (PVI)	schools 1fte should be pooled from Schools DSG	1	50,000	50,000
SaLT Contract	2 x 1 day visits to 150 settings plus training and digital learning resources			130,000
servicing schools forum				4,100
non statutory assessments to apply for EY SEN top up funding	150 settings PVI and Maintained			150,000
SEN top up fees				250,000
Subtotal				1,273,635
10% management/overheads				127,364
Total				1,400,999
EYDSG allocation 2016/17 (same as agreed for 15/16)				1,057,000
Allocation needed from EY underspend for 16/17	see EY underspend budget on table below			343,999

EY transfer to High Needs Block					
Staffing costs to support meeting the needs of children aged 2-4 with SEND					500,000

HNB expenditure					
EHC plans for under 5's	As per Appendix D of Schools Forum Re HNB on 13 Jan 16				512,000

2014/15 EYDSG Underspend	15/16	16/17	17/18	18/19	Total
Childminder Business Support Officer 16/17		22,500			22,500
Childminding Dev Workers (CMDW's) 16/17	100,000	100,000			200,000
SaLT in CC's Public Health Contract		172,000	172,000	172,000	516,000
Workforce Development Commissioned Service		100,000			100,000
Premises & Place development	90,000	90,000			180,000
Request to DfE to convert Rev to Capital Funding		647,833	647,833	647,835	1,943,501
4% EYSFF hourly rate top up 16/17		500,000			500,000
Children's Centres (Family Support)	200,000	200,000			400,000
Additional allocation for EY centrally retained support 16/17 (see above)		343,999			343,999
2YO marketing costs	20,000	20,000	20,000	20,000	80,000
2YO assessment/moderation lead x 1 FTE	23,000	42,000			65,000
Digital by Default- training & 2YO videos	34,000				34,000
Stay2Play pilot programme	70,000	100,000			170,000
Childcare Participation Officer x 2 FTE	79,000				79,000
3YO FEEE payment iro 14/15 made in 15/16	375,000				375,000
2YO FEEE top up of DfE rate based on 900 children attending all year at 0.72p per hr	370,000	360,000			730,000
Total	1,361,000	2,698,332	839,833	839,835	5,739,000

School Forum underspend 14/15 reported in Sept 15	5,739,000
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Appendix D : Early Years DSG Funding 2015/16 Analysis

3&4 Year Old Funding				
Waltham Forest statistical neighbours (as per Ofsted)	2015-16 DfE 3 & 4 year old unit of funding to the LA per fte (£)	DfE equivalent hourly rate (unit of funding/950 hrs)	LA Average total hourly rate paid to providers including supplements	% of hourly rate paid by DfE passported to providers
Luton	4,520.83	4.76	4.74	99.61
Enfield	3,947.94	4.16	4.02	96.73
Merton	3,896.07	4.10	3.92	95.58
Lewisham	5,814.37	6.12	5.81	94.93
Birmingham	5,215.79	5.49	5.11	93.07
Greenwich	5027.59	5.29	4.74	89.57
Haringey	5,345.46	5.63	4.89	86.91
Waltham Forest	4,884.45	5.14	4.48	87.13
Croydon	4,564.33	4.80	4.05	84.29
Brent	5,930.02	6.24	4.87	78.02
Ealing	5,653.00	5.95	4.26	71.59

2 Year Old Funding				
Waltham Forest statistical neighbours (as per Ofsted)	2015-16 DfE 2 year old unit of funding to the LA per fte (£)	DfE equivalent hourly rate (unit of funding/950 hrs)	LA Average total hourly rate paid to providers including supplements	% of hourly rate paid by DfE passported to providers
Croydon	5,016.00	5.28	6.31	119.51
Haringey	5,016.00	5.28	6.00	113.64
Waltham Forest	5,016.00	5.28	6.00	113.64
Brent	5,253.50	5.53	6.00	108.50
Ealing	5,253.50	5.53	6.00	108.50
Enfield	5,016.00	5.28	5.39	102.08
Luton	4,778.50	5.03	5.09	101.19
Birmingham	4,645.50	4.89	4.89	100.00
Merton	5,253.50	5.53	5.49	99.28
Lewisham	5,766.50	6.07	6.00	98.85
Greenwich	5766.5	6.07	6.00	98.85

Boroughs that subsidise their 2 year old funding rate received at a rate of 47p per hour or more. Waltham Forest subsidises at a rate of 72p per hour

Source: DSG 2015/16 allocations table-updated Nov 2015

Source : Section 251 budget

Appendix E

Summary of Early Years Task and Finish Group Discussions

1. Early Years Single Funding Formula(EYSFF)

- 1.1 Those settings that do not continue to receive a premises supplement as part of their base rates in 16/17, which was equivalent to 15p per hour in 15-16, would see a reduction of approx 4% to their base rate (£3.90 p/h to £3.75 p/h)
- 1.2 The National Living Wage (NLW) will come into force for workers aged 25 and over from April 2016 and operate alongside the National Minimum Wage (NMW) for workers under the age of 25. This will require childcare providers to pay a minimum hourly rate of £7.20 per hour, a rise of 50p relative to the current National Minimum Wage (NMW) rate.
- 1.3 38% of the 52 respondents to the November 15 consultation said that they would like to receive a slightly higher hourly funding rate in order to directly purchase support services from their own chosen provider
- 1.4 Currently Waltham Forest receive a rate of £5.14 for 3&4 year olds, and £5.28 for 2 year olds and pay providers an average of £4.48 per hour for 3& 4 year olds and £6.00 per hour for 2 year olds this represents 87% of funding passported to providers for 3&4 year olds and 113% for 2 year olds (Appendix D)
- 1.5 Although the Government are committed to increasing the national hourly rate, it will not be clear until the Early Years National Funding Formula (EYNFF) consultation has been completed, how much of an increase this will equate to for Waltham Forest, we are hopeful however that this will result in an increase as currently we are one of the lowest paid LA's amongst our London Statistical neighbours and hope that the EYNFF will rectify this.(Appendix D)
- 1.6 Waltham Forest would need to receive an hourly rate of £6 per hour under the EYNFF from 17-18 in order to ensure that the Borough was funded at the rate that we paid providers in 15-16 and will continue to pay providers during 16-17(subject to final consultation). Currently the majority of the subsidy required to fund providers at £6 per hour is paid from 2 year old trajectory funding, which was a one off payment and is therefore not sustainable in the long term.
- 1.7 Whilst the group wanted to agree an increase to the EYSFF hourly rate to providers for 16-17, in advance of the introduction of the EYNFF, they did not want to increase payments to a level that
 - would not be sustainable in the long term
 - would not be matched by the increase in the EYNFF in 16-17

- 1.8 The group also took into consideration the fact that the LA currently subsidises the rate for 2 year olds via the EYSFF at a rate of 72p per hour, which would prevent all of the % increase in the 3&4 year rate via the EYNFF being passported to providers unless the 2 year old rate paid via the EYNFF was equivalent to the rate paid to providers.
- 1.9 In order to set a sustainable budget the LA must move towards setting EYSFF rates for 2,3 &4 year old that are covered by the annual Early Years Block (EYB) budget allocation, and not be reliant on underspend from 2 year old trajectory funding. This must be reviewed when setting the 17-18 EYSFF under the new EYNFF.
- 1.10 A unit costing exercise will be carried out to ascertain the cost of delivering quality FEEE provision using schools/settings published/final 14-15 account information. If we are unable to engage at least 10% of providers across each sector to participate in this exercise, the rates that schools/settings charge parents for hours purchased will be used to establish an hourly cost.
- 1.11 After considering points 5.1.1 to 5.1.10 above, the Early Years Task & Finish Group are recommending that a one off overall increase of 4% be applied to the 16-17 base rate. This increase would be in advance of the EYNFF increase in 17-18, and may limit the impact on any increase to the hourly rate paid to providers in 17-18 when the national EYNFF becomes effective.
- 1.12 The LA was allocated an indicative 15-16 budget for Early Years Pupil Premium of 0.129m, this was based on 1089 children. The DfE have advised that Autumn Census data collected from LA's will help them to adjust the figures and make sure that we receive the right amount of funding for 15-16. As there were only 414 children reported on the Autumn Census, it likely that there will be a reduction of up to 0.200m to the EYPP budget allocation, which will impact on the overall EYB available.
- 1.13 Waltham Forest have not expressed an interest with the DfE in being an early implementer of 30 hrs childcare for 3 year olds across the whole Borough. We have however expressed an interest with the DfE and with The Family Childcare Trust to run a pilot scheme in the Borough across a small number of providers (schools and PVI settings), we are awaiting a response. If we are successful expressions of interest will be sought from schools and settings who meet the local eligibility criteria (yet to be determined, but likely to be based on a number of quality indicators).

2. Early Years Centrally Retained Funding

- 2.1 80% of the 46 respondents to the consultation agreed that support, advice and training specifically around early years should be made available to school SENCO's. The Early Years task and finish group will work in partnership with the Inclusion Task & Finish group to ensure that this requirement is considered as part of the work that they are doing to review support provided in 16-17 to schools and providers.

- 2.2 Further work will be carried out, by the Early Years Task & Finish Group, in partnership with providers, to further define the details of a workforce development strategy and whether this should be funded via the 2014-15 Early Years underspend in 2016-17.
- 2.3 91% of the 45 respondents to the consultation agreed that the Senior Child Protection & Safeguarding Advisor post should be increased to 1 fte from the current 0.5 fte currently funded from the EYB. Currently the Senior Child Protection & Safeguarding Advisor is a full time post which is funded 50% from the EYB and 50% from schools via the Universal Offer. The group would like to explore the possibility of funding 2 fte posts from 16/17, (1 fte funded via the EYB, which has already been agreed via consultation with providers), and 1 fte funded by schools via pooled DSG or Universal Offer funding.
- 2.4 Confirmation has been provided by the Inclusion and Finance team that the notional SEN budget allocated to schools, which is based on the characteristics of the children on roll, does not take into consideration pre reception age children. Therefore no notional SEN budget is received in respect of 2 year old or nursery age children in primary and maintained nursery schools.
- 2.5 Further work will be undertaken, in partnership with the Inclusion Service with regards to payments made via the EYB in respect of SEND which will include the following:
- Analysis of any correlation between children eligible for Early Years Pupil Premium (EYPP) and those with SEND, as providers are able to claim 0.53 per hour, in addition to their EYSFF hourly rate for these children
 - Analysis of the number of 2 and 3 year old children who were assessed by the SEND team for additional top up to their hourly rate during 14-15 and 15-16.
 - Explore ways in which centrally retained EYB funding could be used to fund non-statutory assessment costs incurred in applying for SEND top up funding across the PVI sector and Schools for children below reception age (2 year olds and nursery age children), as well as moderation/quality assurance of statutory progress checks/assessments on 2 year old children and moderation at the end of the EYFS
 - Explore the capacity of the Education Psychology team to provide additional resource to carry out non-statutory assessments in order for providers to access additional top up funding across PVI's and schools, and whether there are other more cost effective options available to carry out this assessment role
- 2.6 The EYB underspend 2014/15 is predominantly made up of 2 year old trajectory and place funding, which was paid as a one off by the DfE. Historically the majority of the annual allocation of EYB is spent on the agreed EYSFF and centrally retained funding. The underspend can be used across the full early years age range 0-5.

The LA can determine how centrally retained is allocated to meet strategic and identified needs.

- 2.7 Early indications from the draft Childcare Sufficiency Assessment report , which has recently been undertaken suggests that the LA will need to create a significant number of places over the coming years due to:
- Increasing take up of 2 year old FEEE places (currently 53%, 888 children of 1671 eligible- October Census 2015, using statutory D.O.B eligibility criteria)
 - New housing being built in the LA
 - Birth rates
 - Increase to 30 hrs FEEE to eligible families from September 2017
- 2.8 We need to ensure we have sufficient capital and placement development funding to create the places required and to carry out marketing to ensure that take up of places are maximised. This will ensure that the maximum number of families benefit from the entitlement and occupancy of FEEE places is high, which will assist with financial sustainability of FEEE place providers (PVI's and Schools).
- 2.9 Further work will be carried out by LA officers and Health to work up the details of the support, advice and training that will be funded via the centrally element of the EYDSG (Appendix C), based on the consultation results.
- 2.10 Schools and settings can purchase additional hours of support from the LA or their chosen provider from their EYSFF allocation or EYPP funding should they choose to.

LONDON BOROUGH OF WALTHAM FOREST

Meeting / Date	SCHOOLS FORUM 13 JANUARY 2016	Agenda Item	8
Report Title	Trade Union Facility Time De-delegation for 2016-17		
Decision/ Discussion/ Information	For Decision		
Report Author/ Contact details	Gerry Kemble, Head of WF Traded Services 020 8496 4300 gerry.kemble@walthamforest.gov.uk		
Appendices	Appendix A: Cost to each school and academy		

1. SUMMARY

- 1.1 This report provides the opportunity for Primary and Secondary maintained schools to de-delegate funding for Trade Union Facility Time.

2 RECOMMENDATIONS

That voting members of Schools Forum, who are Governors and Head Teachers of maintained primary schools only, agree

- 2.1 To de-delegate Trade Union Facility Time funding of £2.72 per pupil (£42,633)

That voting members of Schools Forum, who are Governors and Head Teachers of maintained secondary schools only, agree

- 2.2 To de-delegate Trade Union Facility Time funding of £2.72 per pupil (£26,041)

3 REASON

- 3.1 Maintained mainstream schools can opt to return (“de-delegate”) some elements of central funding. These amounts are deducted from the final school budget shares after applying the Local Funding Formula. Regulations require that Schools Forum by sector must decide to de-delegate these amounts i.e. Primary and Secondary sectors. De-delegation is not an option for academies, special schools, nurseries or PRUs; however these settings may contribute by buying back any service provided by the local authority.

4 BACKGROUND

- 4.1 There has been an ongoing significant downward adjustment in the Facilities Time and associated costs in Waltham Forest. For 2016-17 the costs are budgeted to be **£102,000 (£2.72 per pupil)**. This represents a reduction from 2015-16 where the costs were **£106,000 (£2.88 per pupil)**. This was itself down from **£132,000 (£3.75 per pupil)** in 2014-15 and **£175,000 (£5.06 per pupil)** in 2013-14, compared to the **£204,000** that was fully delegated including overheads in 2012-13.
- 4.2 A survey conducted by London Councils in July 2014 regarding Trade Union Facilities Time had responses from 9 London Boroughs including Barking and Dagenham, Westminster, Ealing, Camden, Greenwich and Waltham Forest. The average TU Facility Time for teachers TU's in the nine Boroughs was 2.01 FTE. Waltham Forest was ranked 5th out of 9 with 2 FTE. The highest reported FTE was 2.7 and the lowest 1. Each Borough was asked to indicate teachers TU membership numbers and on this indicator Waltham Forest had the highest reported number of members. Whilst more up to date figures have been requested at the time of writing this report they had not been forthcoming.
- 4.6 A further survey was conducted by London Councils regarding de-delegation and per-pupil costs of TU Facility Time. This indicated that last year 2014-15 schools in the vast majority of Boroughs agreed to de-delegate. In terms of per-pupil costs from those Boroughs that responded our costs were in the median band between **£2.94 - £3.75 per pupil**. The lowest figure quoted was **£1.80 per pupil** and the highest **£6.69 per pupil**. Once again this is the most recent survey available
- 4.7 The Council, led by the Deputy Chief Executive, Families is committed to effective partnership working with the TU's and ensuring that Value for Money is sought in relation to Facility Time. The agreement to the provision of cost effective Facilities Time is essential for this. Without an effective Facilities Agreement individual schools will have to negotiate directly with other schools where trade union representatives are based to allow release for representation of members. This will only result in significant delay in the management of staffing issues and the associated hidden costs that schools will bear.
- 4.8 The Deputy Chief Executive has established a termly meeting with the TU's to personally lead in the on-going development of more effective relations ensuring that the interests of the wider families of schools, individual schools and individual members are represented appropriately and proportionately.
- 4.9 In addition to this, with further schools buying into the Councils revamped HR Service for 2016-17 this is an opportunity to make facilities time arrangements even more effective.

- 4.10 Academies, Nursery schools, Special schools and PRUs are not able to de-delegate funding for trade union facility time, but will be able to contribute to a pooled fund with maintained schools.

£

Per Pupil

2.72

School Name	NOR	De-delegation
Chase Lane Primary	638	1,735
Longshaw Primary School	404	1,099
Whitehall Primary School	428	1,164
Davies Lane Primary School	687	1,869
Downsell Primary School	519	1,412
Newport School	743	2,021
Chapel End Infants	265	721
Edinburgh Primary	614	1,670
GREENLEAF PRIMARY SCHOOL	440	1,197
HANDSWORTH PRIMARY SCHOOL	419	1,140
Thorpe Hall Primary	491	1,336
THE WINNS PRIMARY	786	2,138
Woodford Green Primary	196	533
Oakhill Primary	238	647
Henry Maynard Primary School	832	2,263
South Grove Primary	483	1,314
Dawlish Primary School	197	536
Gwyn Jones Primary	359	976
George Tomlinson Primary	576	1,567
Mission Grove Primary School	708	1,926
Coppermill Primary School	251	683
Stoneydown Park Primary	433	1,178
Parkside Primary School	430	1,170
The Jenny Hammond Pri. School	289	786
Ainslie Wood Primary School	397	1,080
Barn Croft Primary	190	517
Mayville Primary School	380	1,034
Chingford C of E Primary School	411	1,118
St Mary's Catholic Primary	218	593
St. Joseph's Catholic Junior	232	631
St. Saviour's C of E Primary	362	985
St Joseph's Catholic Infants	173	471
St. Mary's C of E Primary	503	1,368
Selwyn Primary School	572	1,556
Our Lady and St George's Catholic Primary School	403	1,096
St. Patricks Catholic Primary	407	1,107
PRIMARY DE-DELEGATION REQUEST		42,633
Frederick Bremer School	871	2,369
Heathcote Secondary School & Science College	878	2,388
Norlington Boys	512	1,393
Willowfield Humanities College	719	1,956
Leytonstone Business and Enterprise Specialist School	837	2,277
WALTHAMSTOW SCHOOL FOR GIRLS	896	2,437
Kelmscott Secondary School	866	2,356
The Lammas School and Sixth Form	728	1,980
Holy Family Catholic School	895	2,434
Buxton School	1,523	4,143
George Mitchell School	849	2,309
SECONDARY DE-DELEGATION REQUEST		26,041

	NOR	Contribution
Larkwood Primary	666	1,812
Yardley Primary	450	1,224
Hillyfield Primary Academy	945	2,570
EmmanuelCommunity School	109	296
Willow Brook Primary Academy	533	1,450
The Woodside Primary Academy	876	2,383
Chapel End Junior Academy	381	1,036
Riverley Primary School	384	1,044
Sybourn Primary School	583	1,586
THOMAS GAMUEL PRIMARY	395	1,074
Walthamstow Primary Academy	35	95
Roger Ascham Primary	486	1,322
CHINGFORD HALL PRIMARY	254	691
Whittingham Primary Academy	411	1,118
Barclay Primary	1,001	2,723
Rushcroft Foundation School	585	1,591
Eden Girls' School Waltham Forest	252	685
Connaught School for Girls	592	1,610
Highams Park School	1,186	3,226
Chingford Foundation School	1,206	3,280
Walthamstow Academy	870	2,366
ACADEMY CONTRIBUTIONS		33,184
TOTAL		101,859

LONDON BOROUGH OF WALTHAM FOREST

Meeting / Date	SCHOOLS FORUM 13 JANUARY 2016	Agenda Item	9
Report Title	Occupational Health Services De-delegation for 2016-17		
Decision/ Discussion/ Information	For Decision		
Report Author/ Contact details	Gerry Kemble, Head of WF Traded Services 020 8496 430 gerry.kemble@walthamforest.gov.uk		
Appendices	Appendix A: Estimated cost of de-delegation by school		

1. SUMMARY

- 1.1 This report provides the opportunity for Primary and Secondary maintained schools to de-delegate funding for Occupational Health services.

2 RECOMMENDATIONS

That voting members of Schools Forum, who are Governors and Head Teachers of maintained primary schools only, agree

- 2.1 To de-delegate Occupational Health funding of £3.68 per pupil (£57,680)

That voting members of Schools Forum, who are Governors and Head Teachers of maintained secondary schools only, agree

- 2.2 To de-delegate Occupational Health funding of £3.68 per pupil (£35,232)

3 REASON

- 3.1 Maintained mainstream schools can opt to return (“de-delegate”) some elements of central funding. These amounts are deducted from the final school budget shares after applying the Local Funding Formula. Regulations require that Schools Forum by sector must decide to de-delegate these amounts i.e. Primary and Secondary sectors. De-delegation is not an option

for academies, special schools, nurseries or PRUs; however these settings may contribute by buying back any service provided by the local authority.

4 BACKGROUND

- 4.1 In July 2015 the Council awarded new contracts for its Occupational Health and Employee Assistance Programmes, this involved School representatives. The contracts were awarded to the incumbent providers based on an assessment of quality and value for money. The contracts have been awarded for three years with a possible one year extension.
- 4.2 The Council currently receives its Occupational Health Service from Medigold. The service assesses the fitness for work of staff referred by schools. They give advice on fitness and on adjustments that may need to be provided. They can also assess workplaces and workstations for staff with specialist needs. Finally the service offers pre-employment health checks for staff.
- 4.3 Workplace Options provides a confidential counselling, advice, support and information line to all staff in the Council including staff in maintained schools. This is a 24 hours day, 365 days/year service.
- 4.4 These services assist schools in their duty of care to staff through ensuring their fitness for work and helping staff to either remain in work or return to work. Usage statistics for the first quarter of the contract July to December 2015 indicate that schools commissioned 165 pre-employment checks and 42 management referrals. In addition 27 employees in schools have contacted the employee assistance program in this period. It is expected that these statistics are not representative due to the period reported on including the summer closure.
- 4.6 The annual cost of the Occupational Health service is currently **£106,236** for schools. The annual cost of Employee Assistance is **£23,339**. The total cost is estimated to be **£3.68** per pupil in 2016-17 (£3.77 per pupil in 2015-16).
- 4.7 Academies are not able to de-delegate funding for this service but will be able to purchase on the back of the Waltham Forest contract. These costs will be based on the same per pupil calculation but with a 10p per pupil addition, therefore **£3.78** per pupil to recognise the Council incurred on costs in procuring, monitoring and administering the services.

£

maintained schools rate per pupil 3.68

School Name	NOR	De-delegation
Chase Lane Primary	638	2,348
Longshaw Primary School	404	1,487
Whitehall Primary School	428	1,575
Davies Lane Primary School	687	2,528
Downsell Primary School	519	1,910
Newport School	743	2,734
Chapel End Infants	265	975
Edinburgh Primary	614	2,260
GREENLEAF PRIMARY SCHOOL	440	1,619
HANDSWORTH PRIMARY SCHOOL	419	1,542
Thorpe Hall Primary	491	1,807
THE WINNS PRIMARY	786	2,892
Woodford Green Primary	196	721
Oakhill Primary	238	876
Henry Maynard Primary School	832	3,062
South Grove Primary	483	1,777
Dawlish Primary School	197	725
Gwyn Jones Primary	359	1,321
George Tomlinson Primary	576	2,120
Mission Grove Primary School	708	2,605
Coppermill Primary School	251	924
Stoneydown Park Primary	433	1,593
Parkside Primary School	430	1,582
The Jenny Hammond Pri. School	289	1,064
Ainslie Wood Primary School	397	1,461
Barn Croft Primary	190	699
Mayville Primary School	380	1,398
Chingford C of E Primary School	411	1,512
St Mary's Catholic Primary	218	802
St. Joseph's Catholic Junior	232	854
St. Saviour's C of E Primary	362	1,332
St Joseph's Catholic Infants	173	637
St. Mary's C of E Primary	503	1,851
Selwyn Primary School	572	2,105
Our Lady and St George's Catholic Primary School	403	1,483
St. Patricks Catholic Primary	407	1,498
PRIMARY DE-DELEGATION REQUEST		57,680
Frederick Bremer School	871	3,205
Heathcote Secondary School & Science College	878	3,231
Norlington Boys	512	1,884
Willowfield Humanities College	719	2,646
Leytonstone Business and Enterprise Specialist School	837	3,080
WALTHAMSTOW SCHOOL FOR GIRLS	896	3,297
Kelmscott Secondary School	866	3,187
The Lammas School and Sixth Form	728	2,679
Holy Family Catholic School	895	3,294
Buxton School	1,523	5,605
George Mitchell School	849	3,124
SECONDARY DE-DELEGATION REQUEST		35,232