

SCHOOLS' FORUM

Day: Tuesday
Date: 18 December 2018
Time: 10.00 am
Place: Discovery Academy, Porlock Avenue, Hyde

Item No.	AGENDA	Page No
1.	APOLOGIES FOR ABSENCE	
2.	DECLARATIONS OF INTEREST To receive any declarations of interest from Members of the Board.	
3.	MINUTES The Minutes of the meeting of the Schools' Forum held on 23 October 2018 to be approved as a correct record.	1 - 8
4.	SCHOOLS FORUM TERMS OF REFERENCE, PRINCIPLES AND CONSTITUTION Report of the Director of Governance and Pensions attached.	9 - 16
5.	SCHOOLS BLOCK 2019/2020 FUNDING FORMULA Report of the Assistant Director, Finance, and the Assistant Director, Education, attached.	17 - 26
6.	COMMISSIONED PLACES 2019/2020 Report of the Assistant Director, Finance, attached.	27 - 32
7.	DATE OF NEXT MEETING To note that the next meeting of the Forum be held on 12 February 2019.	

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SCHOOLS FORUM

23 October 2018

Commenced: 10.00am

Terminated: 11.40am

Present:	Karen Burns (Chair)	Primary Schools – Academies
	Maire Wright	Primary Schools – L/A Maintained
	Jon Murray	Primary Schools – L/A Maintained
	Lisa Gallagher	Primary Schools – L/A Maintained
	Andy Card	Primary Schools – LA/ Maintained
	Simon Wright	Primary Schools - Academies
	Heather Farrell	Primary Schools - Academies
	Susan Marsh	Governor, Primary Schools – L/A Maintained
	Elizabeth Jones	Governor, Secondary Schools – L/A Maintained
	Richard O’Regan	Secondary Schools – L/A Maintained
	Robin Elms	Special Schools – L/A Maintained
	Rebeckah Hollingsworth	Pupil Referral Service
	Elaine Horridge	Diocesan Representative
	Alison Hampson	TCC
	Councillor Fairfoull	Executive Member (Performance and Finance)
	Tim Bowman	Assistant Director, Learning
	Christine Mullins	Finance Business Partner
	Louisa Siddall	Senior Accountant
	Wendy Lees	Senior Finance Officer

Apologies for absence:

Brendan Hesketh	Secondary Schools - Academies
Steve Marsland	Primary Schools – L/A Maintained
Gill McFadden	Secondary Schools - Academies
Anthony McDermott	Governor, Primary Schools – LA/ Maintained
Councillor Feeley	Executive Member Lifelong Learning

1. CHAIR’S OPENING REMARKS

The Chair welcomed everyone to the meeting, in particular, new Members to the Forum; Andy Card, Heather Farrell and Rebeckah Hollingsworth. She also welcomed Tim Bowman the new Assistant Director, Learning.

2. APPOINTMENT OF CHAIR AND DEPUTY CHAIR

RESOLVED

That Karen Burns be appointed as Chair and Susan Marsh be appointed as Deputy Chair of the Schools Forum for the 2018/19 Academic Year.

3. MINUTES

The Minutes of the meeting of the Forum held on 26 June 2018, having been circulated, were approved as a correct record with the following amendments:

Minute 19:

That the first line of the second paragraph read: It was explained that the opening position in 2018/19 of DSG (held in reserve) was a £4.024 million;

That the seventh paragraph read: Details of the known commitments and projected pressures on the DSG were included in the report. However, further work was being undertaken in a number of areas, therefore further pressures could be identified which may result in a further reduction in the DSG reserve; and

That Resolution (ii) read: That the unspent 2017/2018 funding totaling £0.089 million pro rata to the original contribution made by each School for the contingency budget, be allocated back to schools.

4. SCHOOL FUNDING UPDATE AND ANNOUNCEMENTS FROM THE DEPARTMENT FOR EDUCATION

The Assistant Director, Finance, submitted a report, providing an update on the Department for Education's position on the Schools National Funding Formula from 2019/2020 and other relevant announcements.

It was explained that the DfE had used the National Funding Formula (NFF) to calculate the blocks within the DSG. The indicative 2019/2020 figures were based on the October 2017 census information and the high level figures were provided as follows:

	2018/19 £000	2019/20 £000	Increase £000
Schools Block	159,018	160,225	1,207
High Needs Block	19,324	20,032	708
Central School Services Block	897	916	19
TOTAL	179,239	181,173	1,934

As previously confirmed by the DfE, local authorities would continue to set a local schools formula (soft formula) for 2019/2020. The DfE had further confirmed that this would continue to be the case for 2020/2021 due to the significant progress made in moving towards the NFF in its first year of implementation. There was no indication as to when the NFF (hard formula) would be fully implemented.

The information published in July continued to implement announcements from September 2017. Three key aspects of the schools NFF were being updated for 2019/2020:

- The minimum per pupil funding levels will increase to £3,500 for primary school and £4,800 for secondary schools;
- Within the schools block, the government will provide for at least 1% per pupil increase for each school in 2019/20 through the NFF compared with the 2017/18 baseline (so, at least 0.5% increase from 2018/19);
- A 3% gains cap from 2018/19 levels (a total of 6.09% gains against the 2017/18 baselines).

The schools block element of DSG funding would continue to be ring-fenced. This meant that the vast majority of funding for primary and secondary schools allocated to local authorities through the schools NFF must be passed directly to schools. However, local authorities had limited flexibility to transfer funding from the Schools Block to other areas, such as High Needs. Up to 0.5% could be transferred from schools block to other areas with agreement of the Schools Forum, following consultation with schools and academies. Local Authorities wishing to transfer more than 0.5% must submit a disapplication request to the Secretary of State for approval.

No transfer was completed for Tameside in 2018/19 although there was a pressure on the High Needs Block. This was due to the reserves brought forward from previous years which could support the 2018/19 pressure. However, the ability to transfer up to 0.5% of Schools Block funding was an option which may need to be considered during the consultation for the 2019/20 funding formula as the pressure continued and the reserve decreased.

In respect of the Schools Block update, it was reported that the NFF factors and unit values used in 2018/19 largely remained the same for 2019/2020. There were a couple of policy changes to note which were detailed in the report. It was further reported that Growth funding was previously allocated to local authorities on a historic basis. The funding formula had been amended for 2019/2020 and growth would be allocated on a formulaic basis. In 2018/2019 the growth allocation for Tameside was £0.533 million. The same amount had been included within the 2019/2020 indicative schools block allocation.

With regard to the High Needs Block update, it was explained that the gains cap had increased to 6.09% in 2018/2019 compared to 2017/2018 baselines. Tameside's increase before the gap is 7.5%.

The actual allocation for High Needs would change further for changes in pupil and student numbers through the basic entitlement factor (update due December 2018) and any movement between Local Authorities would be adjusted through the import/export factor (due June 2018). The import/export factor was an adjustment made by DfE to move funding between Local authorities where children resided in one borough but were educated in a different one to ensure the funding followed the pupil.

There were also further changes to the High Needs funding formula regarding special free school place funding, Hospital education and Post 16 high needs funding, details of which were given in the report.

In respect of 2019/2020 funding formula, it was reported that, as a local authority, Tameside had already adopted the NFF for the secondary sector and now needed to move towards the NFF in the primary sector. Consultation for the 2019/2020 funding formula was planned in the next couple of months.

A School Funding group was being established which would have representatives for all sectors including Head Teachers, School Business Managers and Governors. The purpose of the group would be to act as an advisory and technical group to Schools Forum. This should allow better consultation with schools regarding any funding formula changes as detailed discussions would take place with the representatives who should then be feeding back to their sectors to assist with responding to any consultation taking place.

In terms of other announcements, it was reported that with effect from 2019/2020, the DfE intended to tighten the rules governing deficits in local authorities' overall DSG accounts, under which local authorities would have to explain their plans for bringing DSG account back into balance. There would be a requirement for a report from any local authority that had a DSG deficit of more than 1% as at 31 March 2019. This report would need to be discussed with the Schools' Forum. The DfE would consult local authority representatives during the autumn of 2018 about the detailed implementation of these new rules. This currently did not effect Tameside.

Free School Meals supplementary grant – due to the roll out of Universal Credit, an income based threshold was introduced. As a result the number of pupils eligible for free school meals would increase. The DfE had introduced this grant for 2018/19 and 2019/20 to provide schools with extra funding to help them meet the higher costs of providing extra meals before the lagged funding system catches up. The grant would be determined by the difference between the number of meals taken by pupils eligible for free school meals in a school as recorded October 2018 and October 2017 census and the first payment would be made to local authorities in February 2019.

Teachers Pay Grant – The government had announced that a grant would be available to support the additional costs due to the increased pay award for teachers agreed in September 2018 (£187 million in 2018/19 and £321 million had been made available). This would support the costs over and above the 1% the government is assuming schools have already budgeted for. The grant would be allocated to schools based on an amount per pupil and final notification was expected from the DfE by the end of October.

In respect of the Scheme of Financing Schools, it was reported that the Local Authority was currently reviewing the Scheme and further information on changes would be reported to the Forum as soon as this work was complete. Two changes to be included were outlined in respect of a directed revision to the Scheme by the Secretary of State in March 2018 regarding Loans and a revision following guidance from Internal Audit and the Schools Framework Act regarding governing body spend of budget shares.

It was explained that from 2019 to 2020 the school resource management self-assessment tool would replace the School Finance Value Standard (SFVS) return that schools completed on an annual basis at the end of March each year. The school resource management self-assessment tool helped to provide trusts, local authorities and school Governors with assurance that they were meeting the basic standards necessary to achieve a good level of financial health and resource management.

Schools would be required to complete the assessment and submit to the LA in the usual way and the LA would still be required to collate and submit a return annually to the DfE. More information would be released over the autumn term and a consultation exercise would take place. Schools would continue to submit the current SFVS assessment at the end of March 2019 and the new assessment would be required by March 2020. A version of the new format was released to academies in September 2018.

Discussion ensued and Members raised concerns with regard to High Needs funding, in particular with regard to the gains cap increase and the complex nature of the calculation.

With regard to the school resource management self-assessment tool, Forum members were informed that the DfE had offered training and it was suggested that this be arranged for 12pm (following the meeting of the Forum scheduled for 12 February 2019) and to include School Business Managers in the invitation.

RESOLVED

- (i) That the content of the report be noted; and**
- (ii) That training on the school resource management self-assessment tool be arranged for 12 February 2019 at 12pm (following the Forum meeting scheduled for 10.00am that day).**

5. DEDICATED SCHOOLS BUDGET UPDATE FOR 2018/19 EARLY YEARS OUTTURN POSITION FOR 2017/18

Consideration was given to a report of the Assistant Director, Finance in respect of the Dedicated Schools Grant budget position for the 2018/19 financial year and update on the Early Years final outturn position for the financial year 2017/18.

It was reported that for 2018/19 the overall allocation for Early Years had increased by £0.551m. A detailed update of the Early Years block for 2018/19 was included in the report.

The DfE had recognised that authorities were likely to have received more disability Access Fund (DAF) funding than they had paid out to providers. The DfE expected authorities to spend any DAF funding not paid to providers in 2017/18 on services that were in line with the principles and aims of DAF. Local Authority officers would discuss how this could be spend in line with the DfE

statement, across the early year's sector. Local Authority officers would discuss the remaining surplus for 2017/18 and what the approach for the surplus would be.

Details of the updated Early Years allocations of the funding compared with projected distribution/spend against the grant was highlighted in the report. As in previous years, the final allocation of Early Years funding would not be announced until June 2019. Therefore, any projected surplus may be recouped by the DfE. The update DSG allocation for 2018/19 and projected use of the grant was also included in the report.

In respect of High Needs Funding, it was reported that the updated DSG settlement for 2018/19 was £19.324 million. The pressure on the high needs budget of £1.072 million included estimated growth across all sectors of approx. £0.9 million. The current projections showed that growth was continuing at expected levels and the £0.9 million was a realistic estimate at this time (following the summer term adjustments). This would continue to be closely monitored and assessed when the next funding update was calculated at the end of the autumn term.

Members were informed that the funding pressures faced in Tameside were being replicated in local authorities across the country. Pressure on schools budgets, (stand still budgets, LA funding cuts), fundamental changes in education policy (children's and families act) and increasing accountability were all impacting. Managing these pressures whilst continuing to support those children most in needs, would require different thinking about practice, provision and places that were commissioned.

The High Needs Funding allocation, places commissioned and how effective services were in support of high needs learners, would continue to be reviewed and progress would be reported at the December meeting of the Forum.

The known commitments and projected pressures on the DSG were also included in the report. This had been updated to reflect the updated surplus on the Early Years block from 2017/18. Ongoing monitoring would continue to review the position of the reserve.

RESOLVED

That the content of the report be noted.

6. BALANCE MECHANISM SCHEME 2018/19

The Assistant Director, Finance, submitted a report giving details of schools balances 2018/19 and the Balance Mechanism Scheme.

It was reported that, from 2018/19, a number of changes were introduced to support the monitoring of surplus balances and these were agreed at Schools Forum in June 2018.

Under the Balance Mechanism, schools classed as having surplus balance (over 8% in primary and special or 5% in secondary schools) are required to submit a return to the Local Authority (LA).

The school needed to identify how they would utilise their projected surplus balance at the end of 2018/19 (after taking into account their planned spend into 2018/19 against their 2018/19 DSG funding including any balances brought forward from 2017/18).

The return should include detail of how the surplus balance would be spent over the 4 specified reasons (listed in the report) and the return should be agreed and approved with Governors before submitting to the LA by 30 June 2018.

Schools Forum had the right to claw back surplus balances under the Balance Mechanism Scheme Schools if the criteria of the scheme had not been followed.

Full details of the scheme were appended to the report.

As previously reported in June 2018, the final school balances 2017/18 were reported as £4.205m across all sectors. 64 schools held surplus balances totalling £8.196 million whilst 10 schools closed the year with deficits totalling £3.992 million.

All schools had now submitted their original budget plan 2018/19 to the LA and a summary of the position schools were projecting at the end of 2018/19 was displayed in the report. This showed schools planning a significant reduction in surplus balances by the end of March 2019.

As the Balance Mechanism stated, schools with a surplus balance (over 8% in primary and special) and 5% in secondary schools must have that balance approved by Governors and submitted to the LA by the 30 June 2018. Details of those schools that sent in returns were given in the report.

Forum members were informed that the Local Authority had worked closely with schools to support them in completing the returns. However, currently only 20 of the 26 schools that were required to submit a return had done so and of the schools that did send in returns only 6 indicated that they had obtained Governor approval. The L/A would continue to work with the schools that hadn't returned their forms.

In respect of the monitoring of surplus balances, schools with a surplus balance (over 8% in primary and & special and 5% in secondary) must earmark their surplus against 1 of the 4 permitted reasons. Anything below these thresholds was classed as a 'Permitted Balance'. The report outlined how schools with surplus balances planned to utilise their balances.

Most schools chose only to indicate what they were using their surplus balance on rather than their whole Balance (surplus and permitted). This was being reviewed for 2019/2020 to further encourage schools to consider the use of their total balance, this would help school leaders and governors with longer term financial strategy plans.

The Chair and members raised concerns particularly in respect of schools who had not returned their form, the apparent lack of Governing Body sign off and the extent of some surplus balances.

RESOLVED

That the content of the report be noted.

7. TAMESIDE PFI SCHOOLS ACCOUNTING REVIEW

Consideration was given to a report of the Assistant Director of Finance providing an update in relation to the review of accounting and charges for the PFI Schools within the Tameside Borough.

Since the start of the review there had been some significant changes with regards to the PFI contracts and associated areas. With the collapse of Carillion there was a new contractor, Robertson Group, providing services to the PFI estate.

A PFI project manager had been appointed by the Investment and Development service, whose role it was to manage the PFI contract on behalf of the Council and schools.

As per the report presented to the June 2018 meeting of the Forum, a review of the LEP arrangements post July 2019 had been commissioned. The outcome of this may impact on these contracts. The Assistant Director of Finance had also commissioned a further review into the Hattersley PFI scheme to look to see if any cost efficiencies could be found from within the contract. There was also ongoing work relating to a benchmarking exercise of the Hattersley contract and outstanding contractual payments.

There were two separate reviews underway with regard to the Samuel Laycock/Greater Academy. The first was a review of the contract and the cost of the contract which would be covered by the same consultant reviewing the LEP arrangements. The second review had been commissioned by the Investment and Development directorate, to look specifically at a condition survey of the equipment on site and to assist in informing an asset replacement, repair programme and lifecycle costs. The outcome of these reviews would be fed back to future meetings.

The Chair thanked officers for the extensive and positive report.

RESOLVED

That the content of the report be noted.

8. DATE OF NEXT MEETING

RESOLVED

To note the date of the next meeting of the Schools Forum as Tuesday 4 December 2018 at 10.00am, Discovery Academy, Porlock Avenue, Hyde.

9. CHAIR'S CLOSING REMARKS

The Chair thanked everyone for their attendance, however raised concerns in respect of persistent non-attendance of some Forum members. She requested that the Clerk to the Forum undertake a review of attendance over the last academic year with a view to including a minimum attendance rate at meetings in the Terms of Reference for the Forum.

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Agenda Item 4

Report To:	SCHOOLS FORUM
Date:	18 December 2018
Reporting Officer:	Sandra Stewart – Director of Governance and Pensions
Subject:	SCHOOLS FORUM TERMS OF REFERENCE, PRINCIPLES AND CONSTITUTION.
Report Summary:	A report for noting the updated Terms of Reference for Schools Forum, of the guiding principles and constitution for the Schools Forum. These documents have been updated to reflect the Department for Education's guidance for Schools Forum published September 2018.
Recommendations:	<p>Members of the Schools Forum are requested to note the contents of the report.</p> <p>It is recommended the Schools forum support the publication of terms of reference, forum principles, constitution and membership of schools forum on the council's website to comply with best practice of schools forums.</p>
Links to Community Strategy:	Effectively calculated and targeted resources will improve access to a quality education experience for all our children.
Policy Implications:	There are no policy implications as a result of this report.
Financial Implications: (Authorised by the Section 151 Officer)	There are no direct financial implications as a result of this report. However the terms of reference and constitution outlines the financial decisions and consultation that the council need to be carried out, with schools to ensure we exercise our statutory duties with regards of schools funding.
Legal Implications: (Authorised by the Borough Solicitor)	Members should be aware of the Terms of Reference as they establish the rules for conducting Schools' Forum business.
Risk Management:	<p>Local Schools are not given appropriate information to contribute to decision making as laid out in regulation.</p> <p>If Schools Forum protocol is not adhered to funding decisions could be called in for scrutiny by the Secretary of State for Education.</p>
ACCESS TO INFORMATION	NON-CONFIDENTIAL
	This report does not contain information which warrants its consideration in the absence of the Press or members of the public.
Background Papers	The background papers relating to this report can be inspected by contacting

1. BACKGROUND AND INTRODUCTION

- 1.1 The Department for Education has updated its operational guidance for Schools Forum in September 2018. The council has reviewed its terms of reference for schools forum to ensure it remains in line with DFE's expectations
- 1.2 It is an annual requirement to update membership in at the first meeting of the Academic year to review the membership, and appoint both Chair and Vice Chair of Forum, it is timely to review the Terms of Reference for the new academic year alongside this.

2. SCHOOLS FORUM

- 2.1 The attached document is a comprehensive document that covers the relevant governance expected surrounding schools forum. There are five areas within the document for members to note as follows;
 - The Terms of Reference
 - Schools Forum Principles
 - Schools Forum Constitution
 - Schools Forum Membership
 - Schools Forum Voting Procedures
- 2.2 Terms of Reference have been established which provides an overview of the purpose and main functions for the Schools Forum.
- 2.3 A set of guiding principles have been established to cover, expectations of all schools forum members in relation to their role as a member to ensure the consultation and decision making is effective and fair.
- 2.4 The schools forum constitution covers in more detail the powers of Schools Forum in relation to consultation and decision making with regards to approving Dedicated School Grant budgets and formula changes on the schools block funding.
- 2.5 It further outlines areas that schools forum must be consulted upon, the membership and attendance of the meetings, organization and proceedings of the meetings, expenses and future changes to the documents.
- 2.6 **Appendix A** provides a list of Forum Membership.
- 2.7 **Appendix B** outlines the protocols for decision making, voting and substitute attendance at meeting.

3. RECOMMENDATIONS

- 3.1 As set out on the front of the report.

APPENDIX A

SCHOOLS FORUM FOR TAMESIDE

Terms of Reference, Principles and Constitution for Schools Forum (Revised September 2018)

TERMS OF REFERENCE

The Schools Forum :

Representatives from schools, academies and free schools make up the schools forum. There is also some representation from non-school organisations, such as nursery and 16-19 education providers.

The forum acts as a consultative body on some issues and a decision making body on others.

The forum acts in a consultative role for:

- changes to the local funding formula (the local authority makes the final decision)
- proposed changes to the operation of the minimum funding guarantee
- changes to or new contracts affecting schools (school meals, for example)
- arrangements for pupils with special educational needs, in pupil referral units, and in early years provision

The forum decides:

- how much funding may be retained by the local authority within the dedicated schools grant (for example, providing an admissions service, or providing additional funding for growing schools)
- any proposed carry forward of deficits on central spend from one year to the next
- proposals to de-delegate funding from maintained primary and secondary schools (for example, for staff supply cover, insurance, behaviour support)
- changes to the scheme of financial management

PRINCIPLES

Whilst members are representatives of their specific sectors or phase, they will be expected to seek feedback from the schools they represent.

Schools Forum members should consider the needs of the whole educational community, rather than using their position on the Schools Forum to advance their own sectional or specific interests.

Schools staff and governors should make sure that the representatives they choose are competent to act as their advocates.

They should also ensure that they are aware of schools forum business and make their views known about decisions affecting schools' finance.

Local authorities must publish all schools forum papers well in advance of each meeting.

Any recommendations should be clear and local authority responsible officers should attend meetings to provide further information and advice.

All schools forum meetings must be open to the public. Observers do not have an automatic right to speak at meetings, but the chair may allow contributions where appropriate.

CONSTITUTION

The title of the Forum shall be the 'Schools' Forum for Tameside' herein after referred to as 'The Schools' Forum'.

Introduction

The Schools' Forum has been established in accordance with the provisions of the Schools' Forums (England) Regulations 2012 (S.I. 2012/2261). The following document lays out a revised constitution and terms of reference of The Schools Forum, building upon the original documentation drawn up in June 2003. The Schools Forum is a separate statutory body and as such is not a committee of the Local Authority.

Functions of the Forum

To make decisions in relation to:

- de-delegation from mainstream maintained schools budgets (separate approval will be required by the primary and secondary phase members of schools forum), for prescribed services to be provided centrally
- to create a fund for significant pupil growth in order to support the local authority's duty for place planning (basic need), including pre-opening and diseconomy of scale costs, and agree the criteria for maintained schools and academies to access this fund
- to create a fund for falling rolls for good or outstanding schools if the schools' surplus capacity is likely to be needed within the next three years to meet rising pupil numbers and agree the criteria for maintained schools and academies to access this fund
- agreeing other centrally retained budgets, including for local authority statutory responsibilities (where these relate to maintained schools only, voting is by the primary, secondary, special and PRU members of schools forum)
- funding for central early years expenditure, which may include funding for checking eligibility of pupils for an early years place, the early years pupil premium and/or free school meals
- authorising a reduction in the schools budget in order to fund a deficit arising in central expenditure, or from de-delegated services, which is to be carried forward from a previous funding period in the 2018 to 2019 funding year the schools block is ring-fenced. Local authorities require schools forum approval in order to move up to 0.5% from the schools block to other blocks
- in each of these cases, the local authority can appeal to the Secretary of State if the schools forum rejects its proposal.

The local authority must consult the schools forum in relation to;

- amendments to the school funding formula, for which the voting is restricted by the exclusion of non-schools members except for PVI representatives
- arrangements for the education of pupils with special educational needs in particular the places to be commissioned by the local authority and schools and the arrangements for paying top-up funding
- arrangements for the use of pupil referral units and the education of children otherwise than at school, in particular the places to be commissioned by the local authority and schools and the arrangements for paying top-up funding
- arrangements for early years provision
- administrative arrangements for the allocation of central government grants paid to schools via the local authority

Membership and Attendance

The Schools Forum will be made up of Schools, Academies and Free Schools members and non-school members as listed below. Non-schools members will make up no more than a third of a schools forum's total membership

Schools members

Members should be Deputy Heads, Governors or Bursars. (can be represented by other senior members of staff within their school. Governors can include interim executive members of an interim executive board.). Membership will be determined in accordance with regulation.

Non-Schools members

A representative of providers of 16-19 education must be elected from those providers. Early years providers from the private, voluntary and independent (PVI) sector.

Representative from:

- Other attendees who are permitted to contribute to a schools forum meeting:
- the director of children's services at the authority or their representative;
- the chief finance officer at the authority or their representative;
- any elected member of the authority who has primary responsibility for children's services or education in the authority;
- any elected member of the authority who has primary responsibility for the resources of the authority;
- any person who is invited by the forum to attend in order to provide financial or technical advice to the forum;
- an observer appointed by the Secretary of State; and
- any person presenting a paper or other item to the forum that is on the meeting's agenda, but that person's right to speak shall be limited to matters related to the item that the person is presenting.

Tameside's membership can be found at **Annexe A**

Meetings will be open to the public, although there is no automatic opportunity for members of the public to speak. Public involvement can come through Forum invitation only. Where the Forum discusses matters of a confidential nature e.g. contracts where there is a commercial interest, then this should be considered private and confidential and members of the public excluded. In all cases the principles of the Local Government (Access to Information) Act apply.

Meetings and Proceedings of the Schools Forum

The LA shall act as clerk to The Schools Forum and ensure that all of the procedural aspects of Forum performance are complied with.

The Schools Forum shall meet at least four times per year.

The Forum shall be quorate if at least 40% of the voting membership is available at the meeting.

A Chair and Vice-Chair shall be elected annually from those members present at the first meeting of the academic year; the term of office being one year, with a bar on re-standing for office after 2 years. Any elected member or officer of the authority cannot stand as Chair.

A Member may nominate an alternate to attend a meeting if he or she is unable to do so, but the alternate must also fulfil the same criteria as the Member. That is they must be from the same category of school within the local authority. The appointed Member, prior to the meeting, shall notify the name of the substitute Member to the officer acting as Clerk.

Any Member who fails to attend four consecutive meetings of Schools Forum, even where a substitute attended on his or her behalf, may have their membership terminated.

Agenda -a draft agenda shall be agreed for the 12 month period. The Chair of Forum must decide upon the agenda for the meeting following consultation with members of the forum. The final agenda and written papers are to be circulated 5 working days before the start of the meeting. Verbal or tabled reports will only be accepted in extenuating circumstances.

Voting procedures at Forum are covered in the **Appendix B** attached.

Charging of expenses

All expenses of the Forum shall be met by the Authority, and charged to the schools budget. Expenses can be claimed in line with the forum expenses procedure.

Future Amendments to the Terms of Reference

Membership and terms of reference will be reviewed by the LA at the start of each academic year.

ANNEXE A

MAINTAINED PRIMARY SCHOOL MEMBERS (9)	SCHOOL
Steve Marsland	Headteacher – Russell Scott Primary School
Maire Wright	Headteacher – Parochial
Jon Murray	Headteacher – St Mary’s Dukinfield
Lisa Gallaher	Headteacher – Milton St John Primary School
Lisa Lockett	Headteacher – Stalyhill Infants School
Andy Card	Headteacher – The Heys Primary School
Susan Marsh (Vice Chair)	Governor - Governors’ Forum
Anthony McDermott	Governor – St Joseph’s RC, Mossley
Donal Townson	Governor – St John Fisher
ACADEMY PRIMARY SCHOOL MEMBERS (4)	ACADEMY
Karen Burns (Chair)	Headteacher – Inspire Academy School
Andrea Ives	Linden Road Academy
Simon Wright	St Paul’s Primary Academy, Stalybridge
Heather Farrell	Oakfield Primary School
MAINTAINED SECONDARY SCHOOL MEMBERS (2)	SCHOOL
Richard O’Regan	Headteacher – Alder Community High School
Betty Jones	Governor – St Damian’s RC College
ACADEMY SECONDARY SCHOOL MEMBERS (2)	ACADEMY
Brendan Hesketh	Headteacher – Fairfield Girls School
Gill McFadden	Business Manager – All Saints Catholic College
MAINTAINED SPECIAL SCHOOLS (1)	SCHOOL
Robin Elms	Headteacher - Thomas Ashton School
ACADEMY SPECIAL SCHOOLS (1)	SCHOOL
Pierre Coiffait	Headteacher – Hawthorns School
PUPIL REFERRAL (1)	SCHOOL
Rebekah Hollingsworth	Whitebridge & Elmbridge Learning Centres
NON SCHOOL MEMBERS (5)	REPRESENTING
Alison Hampson (or a nominated substitute from Tameside Schools Unions)	Tameside Teachers’ Consultative Committee
Lorna Meredith	Early Years Private Voluntary & Independent Sector
Elaine Horridge	Church of England Diocese
Ian Noone	Roman Catholic Diocese
Anton McGrath	14-19 Sector
NON VOTING MEMBERS & OBSERVERS	REPRESENTING
DFE/EFA Representative	DFE/EFA Representative
Councillor B Fairfoull	Deputy Executive Leader
Councillor L Feeley	Executive Member (Lifelong Learning, Skills and Employment)
Tim Bowman	Assistant Executive Director - Learning
Report Presenters	
Council Officers Providing Financial or Technical Advice	

SCHOOLS FORUM VOTING PROCEDURE

1. The decision as to whether a ballot is held will normally be determined by the requirements of the paper tabled. In exceptional circumstances where members wish to hold a ballot and record the outcome to an item not previously considered to require a vote, then a vote can be triggered by a formal proposition by a member and subsequently agreed by the Chair.
2. Votes shall be cast by a show of hands unless the chair decides that a secret ballot is appropriate.
3. Each member of the Schools Forum, or their substitute, shall have one vote. Non-members (e.g. officers, observers) are not entitled to vote.
4. Non-schools members, other than those who represent early years providers, must not vote on matters relating to the formulae to be used by the local authority to determine the amounts to be allocated to schools and early years providers in accordance with regulations.
5. Only the maintained primary schools members of the schools forum may vote to decide whether or not to authorise the de-delegation proposals for their phase of maintained schools only.
6. Only the maintained secondary schools members of the schools forum may vote to decide whether or not to authorise the de-delegation proposals for their phase of maintained schools only.
7. The proceedings of the forum are not invalidated by:
 - any vacancy among their number;
 - any defect in the election or appointment of any member;
 - or any defect in the election of the chair.
8. Issues put to the vote shall be decided by a majority of the members, or their substitutes, present at the meeting and voting on the issue.
9. In the case of equal votes, discussion will continue to try to achieve consensus if this cannot be achieved, the Chair will be deemed to have a second or casting vote, with no restriction on either how or whether this is exercised.
10. The numbers of votes and abstentions cast shall be reconciled and recorded.
11. If the members feel that the consultative process is best served by advising decision-makers of the wider views represented in the Forum, then these will be recorded in the minutes together with the weight of each opinion as indicated by votes cast.
12. When casting a vote, members exercise their judgement to decide on issues, bearing in mind the views of their constituent organisations.
13. Declarations of special interest should be made before a vote and recorded in the minutes to cover situations where the decision would affect an individual, the school they represent specifically or where they or a related party have a personal interest in an organisation tendering for a contract with the LA. For this purpose a related party is deemed to be where you or a close relative or member of your household owns a company or have a major shareholding in said company.

Agenda Item 5

Report To:	SCHOOLS FORUM
Date:	18 December 2018
Reporting Officer:	Tom Wilkinson – Assistant Director Finance Tim Bowman – Assistant Director Education
Subject:	SCHOOLS BLOCK 2019-20 FUNDING FORMULA
Report Summary:	A report on the outcome of the School Funding 2019-20 Consultation and the principles to be applied for the allocation of the schools block for 2019-20.
Recommendations:	Members of the Schools Forum are requested to note the contents of the report. Members of the Schools Forum are requested to agree the criteria for the growth fund.
Links to Community Strategy:	Effectively calculated and targeted resources will improve access to a high quality education experience for all our children.
Policy Implications:	In line with financial and policy framework.
Financial Implications: (Authorised by the section 151 officer)	The Dedicated Schools Grant (DSG) is a ring fenced grant solely for the purposes of schools and pupil related expenditure. This report sets out the principles and forms the basis of the 2019-20 funding formula for the schools block element of DSG. The funding formula must be affordable within the final allocation issued by DfE. The principles of allocation will be followed as closely as possible to provide a balanced budget.
Legal Implications: (Authorised by the Borough Solicitor)	There is a statutory duty to use resources efficiently and effectively against priorities.
Risk Management:	The correct accounting treatment of the Dedicated Schools Grant is a condition of the grant and procedures exist in budget monitoring and the closure of accounts to ensure that this is achieved. These will be subject to regular review.

ACCESS TO INFORMATION

NON-CONFIDENTIAL

This report does not contain information which warrants its consideration in the absence of the Press or members of the public.

Background Papers

The background papers relating to this report can be inspected by contacting Christine Mullins – Finance Business Partner, Financial Management, Governance, Resources and Pensions by :

 Telephone:0161 342 3216

 e-mail: christine.mullins@tameside.gov.uk

1. INTRODUCTION AND BACKGROUND

- 1.1 The DfE have stated local authorities can continue to set a local funding formula for 2019-20 and 2020-21. This is on the basis that they are happy with the significant progress LAs have made in moving to the National Funding Formula (NFF). In Tameside, the Secondary Sector moved to NFF in 2018/19 but the Primary Sector was funded through the local formula. Progress now needs to be made in the Primary Sector to move towards the NFF.
- 1.2 A two week consultation was launched on Tuesday 13 November to seek the views of schools on moving to the NFF and proposed criteria for the growth fund. The consultation information included a briefing paper and modeling options to demonstrate the impact of moving to NFF in order to provide more detail to assist schools in making informed responses to the consultation questions.

2. CONSULTATION PROCESS

- 2.1 Throughout November 2018 consultation has taken place in a number of ways with schools and school leaders:
- Schools Funding Group met – 13 November 2018
 - Email to all schools and academies Headteachers and Business Managers – 13 November 2018
 - Presentation to Primary Heads Meeting – 22 November 2018
 - Presentation to Special Schools Heads Group – 23 November 2018
 - Email reminder sent to all schools and Academies of closing date -
- 2.2 Local Authority (LA) Officers met with the School Funding Group to discuss in detail proposals for the 2019-20 funding formula. This included a review of the impact for primary schools on a move to NFF and the introduction of an Area Cost Adjustment for secondary schools, as this would form the basis of the 2019/20 consultation. The Group requested that a presentation would be beneficial to all Headteachers. One of the Secondary sector representatives was happy to feedback to TASH. The primary representatives did not feel they would be able to reach all areas of their sector to feedback; therefore LA officers presented an overview of the impact at the Primary Headteachers briefing and separately to the Special Sector with the opportunity for questions on both occasions.
- 2.3 The consultation documents provided opportunity for schools to contact the finance team for any queries or further clarification as required. A very small number of schools have contacted LA officers for further information.

3. OUTCOME OF THE SCHOOL FUNDING 2019-20 CONSULTATION

- 3.1 The overall response rate to the consultation was low with only 12 schools responding (12%). The response rate for individual sectors is as follows:
- Primary Sector – 13% response
 - Secondary Sector – 13% response
 - Special Sector – 0% response
- 3.2 The consultation questions, outcomes and conclusions are included at Appendix A.

4. PRINCIPLES FOR THE SCHOOLS BLOCK 2019-20 FUNDING FORMULA

4.1 Further to the responses received and the conclusions drawn (**Appendix A**) the LA is planning to move to the NFF rates included in Table 1 below. Two sets of rates have been included as the funding formula must be affordable within the final allocation issued by the DfE in late December 2018. Therefore, the implementation of the ACA will need to be assessed to ensure affordability.

TABLE 1

	Proposed Rates for Primary Sector without ACA 2019-20 (£)	Proposed Rates for Secondary Sector without ACA 2019-20 (£)	Proposed Rates for Primary Sector with ACA 2019-20 (£)	Proposed Rates for Secondary Sector with ACA 2019-20 (£)
Basic Entitlement (AWPU)				
Primary	2,747.00		2,761.70	
Secondary - KS3		3,863.00		3,883.67
Secondary - KS4		4,386.00		4,409.47
Deprivation				
FSM	440.00	440.00	442.35	442.35
FSM6	540.00	785.00	542.89	789.20
IDACI band F	200.00	290.00	201.07	291.55
IDACI band E	240.00	390.00	241.28	392.09
IDACI band D	360.00	515.00	361.93	517.76
IDACI band C	390.00	560.00	392.09	563.00
IDACI band B	420.00	600.00	422.25	603.21
IDACI band A	575.00	810.00	578.08	814.33
English as an Additional Language (EAL)	515.00	1,385.00	517.76	1,392.41
Low Prior Attainment	1,022.00	1,550.00	1,027.47	1,558.29
Lump Sum	110,000.00	110,000.00	110,588.50	110,588.50

4.2 In moving to the NFF rates the LA also plan to remove the reception difference and move to using the EAL 3 data set when calculating the funding. The funding factors for IDACI F and FSM6 will also be included in the funding formula for the Primary sector.

4.3 The LA will seek to implement a 0% MFG* and a 2.5% Gains Cap** in line with the modeling information released in the consultation, dependent on affordability. The LA will need to assess this to ensure the overall budget balances within the final allocation from DfE and will look to balance the overall budget in a way that provides maximum benefit to all schools.

* MFG provides protection to schools from excessive year on year changes in pupil led funding

** Gains Cap is a mechanism to allow the LA ensure the formula is affordable

- 4.4 As a result of the consultation outcome, the LA are seeking agreement to continue with the existing criteria for growth funding for 2019-20. Further consideration needs to be given to the most appropriate way to fund growth going forward and the LA plan to continue consultation on this area of funding.

5. RECOMMENDATIONS

- 5.1 Members of the Schools Forum are requested to note the contents of the report and associated appendices.
- 5.2 Members of the Schools Forum are requested to agree the existing criteria for the growth fund (**Appendix B**).

APPENDIX A

Consultation on 2019/20 Funding Formula

1. Do you support the move to using the NFF Rates for Primary Schools in 2019/20 for:

- Basic Entitlement
- Free School Meals (FSM – Current)
- Free Schools Meals Ever 6 (FSM6)
- IDACI (Bands A to E)
- English as an Additional Language (EAL)
- Low Prior Attainment (LPA)
- Lump Sum

Response:

Of the 12 schools that responded

Yes 8 (67%) support a move to the NFF rates,
No 2 (17%) do not support the move to the NFF rates
No Preference 2 (17%) did not state a preference.

Conclusion:

Taking into consideration the responses the LA plans to move all schools to the NFF rates from 2019/20 subject to affordability.

2. Should we remove the Reception Difference numbers on roll (NOR) from the pupil led funding factors in line with the National Funding Formula (NFF)?

Response:

Of the 12 schools that responded

Yes 5 (42%) said the reception difference should be removed,
No 3 (25%) did not want the reception difference to be removed
No Preference 4 (33%) did not state a preference.

Conclusion:

Taking into consideration the responses the LA plans to remove the reception difference from the funding formula. This is in line with the move to NFF.

3. Do you support a move to the data set used in the NFF for Primary Schools for EAL (move from EAL 2 to EAL 3)?

Response:

Of the 12 schools that responded

Yes 7 (58%) support the move to using EAL 3
No 2 (17%) do not support a move to EAL 3 and
No Preference 3 (25%) did not state a preference.

Conclusion:

Taking into consideration the responses the LA plan to move to using EAL 3 in line with NFF.

4. Do you support the introduction of the following factors in line with the NFF:

- FSM6 for Primary Schools
- IADCI F for Primary Schools

Response:

Of the 12 schools that responded

Yes 10 (83%) support the introduction of either or both factors and

No Preference 2 (17%) did not state a preference.

Conclusion:

Taking into consideration the responses the LA plan to introduce both factors to the funding formula.

5. Please indicate which criteria for allocating growth funding you believe is the best method for Tameside

- a. To continue to use the following criteria for Growth as previously adopted for 2018/19 - refer to Appendix B below.
- b. Move to the suggested updated criteria which would allocate growth on a per pupil basis - refer to Appendix B below.

Response:

Of the 12 schools that responded

Option a 5 (42%) indicated Existing Model

Option b 5 (42%) indicated New Model

No Preference 2 (17%) did not state a preference

Of the respondents only 3 of the schools are currently in receipt of growth funding.

Conclusion:

Taking into consideration the responses the LA plan to seek agreement on the criteria for the growth fund that is currently in place. Further work will take place in relation to growth criteria to review this area more fully and the LA will look to consult on this again in 2019-20.

6. Currently we do not apply the Area Cost Adjustment (ACA)* to the individual funding rates included in question 2. Do you think the ACA should be applied to the funding rates? Although this would allocate more funding through the individual funding rates it could leave less funding available to protect schools through the minimum funding guarantee.

* ACA - This is to reflect the geographical variation on labour market costs and is a rate of 1.00535 for Tameside.

Response:

Of the 12 schools that responded

Yes 8 (67%) think the ACA should be applied

No 2 (17%) do not think the ACA should be applied

No Preference 2 (17%) have not stated a preference

Conclusion:

Taking into consideration the responses the LA will seek to apply the ACA to the funding rates if it is affordable. Please see question 7 for further details.

7. **Any changes implemented as a result of the consultation exercise will still need to be affordable within the DSG allocation for 2019/20. Which options would you support in order to ensure any changes are affordable? Options will include:**
- Lowering the MFG protection rate (in 2018/19 schools received a 0.5% protection)
 - Increasing the gains cap (in 2018/19 schools received a 3% cap on gains)
 - Removal of the ACA (if consultation supports its implementation)
 - Removal of Reception Difference NOR (if consultation does not support the removal)

Response:

Of the 12 schools that responded

4 supported lowering the MFG protection rate

5 supported increasing the gains cap

4 supported removing the MFG

4 supported the removal of the reception difference

Some schools responded with an order of preference of the options where some only stated one option.

Conclusion:

As a result of the plan to remove the reception difference there is only three options to consider. Although there appears to be a higher preference for increasing the gains cap, this is mainly due to some schools stating more than one preference. Therefore, in order to balance the affordability of the planned funding formula, the LA will assess the most appropriate options to adjust which will provide the maximum benefit to all schools.

8. **Do you agree with not making any transfer from Schools Block to High Needs Block for 2019/20?**

Response:

Of the 12 schools that responded

Yes 10 (83%)

No 1 (8%)

No Preference 1 (8%)

Conclusion:

No movement between blocks will take place in 2019/20. Movement from the schools block to the high needs block will be considered under the next funding formula review.

APPENDIX B

Tameside's Existing Growth Fund Criteria 2018/19

1. Schools who are being asked by the local authority to admit additional classes of children from September will be allocated a Growth allocation. The value of the allocation is a lump sum allocation of £41,045. This figure is based on:
 - The salary costs including on-costs of a Teacher on point 1 of the UPS grade for 7 months;
 - The salary costs including on-costs of a Level 3 Teaching Assistant for 7 months; and
 - £2,000 for resources.
2. Schools that have been built within the last 7 years which have taken over 30 additional pupils in year groups, other than the Reception bulge classes they initially formally agreed to. This would only apply to Schools that agreed the additional intake with the Local Authority in advance. This would not apply where Schools have chosen to admit those children without agreement with the Local Authority. The rationale for this is that the Schools concerned are helping to address an area wide demand for places coordinated through the Council. The value of this growth allocation is £66,935 which is intended to cover the same staffing costs as detailed in criteria 1 above, but for a full year.
3. Schools that agreed to take a one year only Bulge class of 30 children within the last 7 years, where the Bulge class concerned has less than 20 children on roll. This would only apply to Schools that agreed to take the bulge class with the Council in advance and where there is only one Bulge class in the School meaning it was not possible to combine classes across year groups. This would not apply where Schools have chosen to admit additional children without agreement with the Council. The rationale for this is that the Schools concerned are helping to address an area wide demand for places coordinated through the Council. The value of this is £32,640 which is intended to replace the AWPU funding for 10 children.

Suggested New Growth Criteria from 2019/20

The growth fund will allocate funding for planned growth to meet basic need following a decision made by the Local Authority and agreed with the school to expand the capacity within that particular school. This will also support where a school or academy has agreed with the Local Authority to provide an extra class (bulge class) to meet basic need in the area. The funding will be allocated where there is and an increase in capacity of 5 pupils or more, per year group.

The allocation to schools will be based on the increase in capacity adjusted for actual September intake numbers multiplied by 7/12th of the Basic Amount per Pupil (to cover September to March).

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Agenda Item 6

Report To:	SCHOOLS FORUM
Date:	18 December 2018
Reporting Officer:	Tom Wilkinson – Assistant Director Finance Tim Bowman – Assistant Director Education
Subject:	COMMISSIONED PLACES 2019/20
Report Summary:	A report on the Local Authorities Commissioning intentions for High Needs Places for 2019/200. This report sets out the places to be commissioned in 2019/20 in Special Schools and Resourced Units
Recommendations:	Members of the Schools Forum are requested to note the contents of the report.
Links to Community Strategy:	Effectively calculated and targeted resources will improve access to a high quality education experience for all our children.
Policy Implications:	In line with financial and policy framework.
Financial Implications: (Authorised by the section 151 officer)	The Dedicated Schools Grant (DSG) is a ring fenced grant solely for the purposes of schools and pupil related expenditure. This report sets out the places to be commissioned in 2019/20 in Special Schools and Resourced Units in maintained schools effective deployment of this grant is essential to manage the pressures within the system.
Legal Implications: (Authorised by the Borough Solicitor)	
Risk Management:	Inappropriate commissioning of places can lead to budget pressures in the High Needs Block intended to address Education provision and enable children to access appropriate provision. The correct accounting treatment of the Dedicated Schools Grant is a condition of the grant and procedures exist in budget monitoring and the closure of accounts to ensure that this is achieved. These will be subject to regular review.

ACCESS TO INFORMATION

NON-CONFIDENTIAL

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Background Papers

The background papers relating to this report can be inspected by contacting Christine Mullins – Finance Business Partner, Financial Management, Governance, Resources and Pensions by :

 Telephone:0161 342 3216

 e-mail: christine.mullins@tameside.gov.uk

1. INTRODUCTION AND BACKGROUND

- 1.1 As reported to October Schools Forum the High Needs Review has now started, and the first part will concentrate on the following areas.
- Funded but unfilled places
 - Protocols for funding in-year growth
 - Maximizing element three funding in mainstream schools
 - Funding of places and provision for excluded pupils and those at risk of exclusion.
- 1.2 This report focuses on the place commissioning for 2019/20 and funding in-year growth.
- 1.3 Initial meetings have taken part with special schools leaders and a number of proposals around funding in year growth and addressing under and overcapacity in year. Feedback on the proposals and any subsequent changes to funding will be implemented September 2019.
- 1.4 There are no changes since October forum on budget position current projects an estimated in-year overs spend of £1.072m by the end of 2018/19. A further update will be made following real time movement exercise which is due to be completed by end of December 2018.
- 1.5 The school funding consultation proposes that no block transfer movements to the High Needs block are made in 2019/20.
- 1.6 Commissioning discussions regarding the number of places to be commissioned in special schools, resourced units and Further Education (FE) Institutions from September 2019 with the relevant providers.
- 1.7 For academies and colleges the places commissioned was submitted to the DfE on the 16 November and final places with other providers will be confirmed by the end of December in preparation for release of 2019/20 budgets in February 2019.

The tables below provide further detail on the commissioned places:

1.8 Table 1 - Special Schools

Special Schools	PAN	2018/19		2019/20	
		Commissioned 2018/19		Proposed Commissioned 2019/20	
		Apr-18	Sep-18	Apr-19	Sep-19
Hawthorns	66	85	85	85	86
Thomas Ashton	56	56	56	56	56
Oakdale	110	115	115	115	115
Cromwell High	70	75	70	70	70
Samuel Laycock	130	130	130	130	130
Total	432	461	456	456	457

Please note, Tameside Pupil Referral Service is not included in the tables above as their funding is currently not allocated on a full formula basis. A formula model is currently under development that would be based on a 130 place unit.

- 1.9 A review of the places commissioned at Schools Based Resource Units has also been carried out table 2 outlines the commissioned places for 2018/19 alongside the proposed commissioned places.

1.10 Table 2 - Resourced Units

Resourced Units	PAN	2018/19		2019/20	
		Commissioned 2018/19		Proposed Commissioning 2019/20	
		Apr-18	Sep-18	Apr-19	Sep-19
Oakfield	8	10	10	10	8
The Heys	8	1	0	0	0
Russell Scott	8	8	8	8	3
Linden Road *	8	8	8	8	8
St John Fisher *	12	12	12	12	12
Hyde *	17	17	17	17	5
St Thomas More*	15	15	15	15	15
Total	76	71	70	70	51

* Council managed services:

- Linden Road Primary Academy (HI Unit) staff employed by the council and costs recharged to High Needs Block, currently funding is allocated to the academy and an invoice raised to recoup the income.
- St John Fisher Primary School (CLASS Autistic Unit) staff employed by the council and costs are recharged to High Needs Block.
- Hyde Community College - staff employed by the council and costs are recharged to High Needs Block.
- St Thomas Moore RC College - staff employed by the council and costs are recharged to High Needs Block.

1.11 Overall the commissioning of Resourced Units at September 19 would see a reduction in place funding allocated of £60,000 on a full financial year. The reductions in Hyde would have nil impact on place funding as the 17 places indicated is a historical figure that doesn't represent the current provision or funding.

1.12 Table 3 – FE Institutions

FE Institutions	PAN	2018/19		2019/20	
		Commissioned 2018/19		Commissioned 2019/20	
		Apr-18	Sep-18	Apr-19	Sep-19
Tameside 6th Form College		3	3	3	3
Tameside College		94	94	94	94
Total		97	97	97	97

There is no suggested change to the place numbers at the FE Institutions in Tameside.

1.13 The next area under review in the High Needs block is the funding for in-year growth of places in the Special School Sector.

- 1.14 It is acknowledged that commissioning places in October/November for the following September is often a difficult task and good planning and early commissioning discussions are essential. There will be situations where not all growth has been commissioned, and conversely, there may be occasions where places are unfilled.
- 1.15 Whilst there should be processes in place to support schools seeing growth beyond commissioned numbers there should also be acknowledgement that not all growth will warrant additional funding but resources should target need.
- 1.16 Discussions have started to discuss a number of potential growth models with the Special School Heads and Business Managers. This is to consider which is the most appropriate model to be adopted going forward , to achieve a balanced approach of funding as described in 3.3.
- 1.17 The outcome of any of these decisions will be fed back to Schools Forum at a later date.
- 1.18 Schools Forum notes the places to be commissioned for September 2019/20 in the Special School Sector, Resourced Units and Further Education establishments.
- 1.19 Schools forum note that a review of the funding of overcapacity of places in the Special School Sector is underway and the outcome will be fed back to a future Schools Forum Meeting.

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