# NORFOLK SCHOOLS FORUM

# AGENDA

Meeting on Tuesday 26 January 2021 09:00 – 12.00

This will be a remote Teams Meeting

Individual members, named below, are asked to provide verbal reports for these items.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **09:00 - 09:05** | **1** | **Welcome and Introductions****Apologies** | **Report** |  |
| **09:5 – 09:15** | **2** | **Election of Chair/Vice Chair** |  |  |
| **09:15 – 09:30** | **3** | **Review School Forum Membership** | **Written**(Information) | **2 - 3** |
| **09:30 – 09:45** | **4** | **Minutes of Last Meeting and Matters Arising*** Children coming off School Roll impacting on School Funding – Chris Snudden
* Balance Control Mechanism

(School Balances Analysis Review)See paper below main meeting papers | **Verbal****Written**(Information) | **4 - 10** |
| **09:45 – 10:30****10:30 – 10:45** | **5** | **Dedicated Schools Grant**1. **Proposed Schools Budget 2021-22**
* DSG Recovery Plan Update
* Early Years Hourly Rates Increase-
1. **Pupil Variations – estimates**
 | **Written** (Discussion)**Written** (Information) | **11 - 24****25 - 26** |
|  |  | **COFFEE** |  |  |
| **11:00 – 11:30** | **6** | **Admissions Appeals**Chris Caddamy | **Written** (Information) | **27 - 33** |
| **11:30 – 11:45** | **7** | **Future Agenda Items*** **SACRE**

High-level report of SACRE provision - Seb Gasse will attend a future meeting to give more information.* **Review Future Meeting Plan**
 | **Verbal****Written** | **34** |
|  | **8** | **Dates of Meetings****School Forum**Wednesday 12 March 2021 09:00 – 11.30 hours |  |  |

**Schools’ Forum**

**Item No. 3**

|  |  |
| --- | --- |
| **Report title:** | **Schools Forum Membership** |
| **Date of meeting:** | **26 January 2021** |

 **Executive summary**

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| **The local authority is required to review the membership of Schools Forum on a regular basis in line with updated pupil numbers. The representation remains correct. This paper is for information only and no changes are required to membership at this time.** |

**Schools Forum Structure**

The membership of Schools Forum needs to reflect the proportion of pupil numbers in the different school sectors as per the Schools Forums (England) regulations 2012.

Although there has been a small increase in academies since the structure of Schools Forum was last reviewed in January 2020 the representation remains correct.

**Minimum Requirements**

**School members –** Should be at least 2/3rd of the forum membership

Primary Headteacher and a Governor must be based on pupil proportions

1 Secondary School representative

1 Special School Headteacher or governor

1 Special Academy representative

1 AP Academy representative

1 Nursery School Headteacher or governor

Academy reps – this is not restricted to principals, senior staff or governors and must be based on pupil proportions

(Headteacher or senior staff)

.

**Non-school members** – Should be no more than 1/3rd of forum membership

1 16-19 representative

1 Early Years PVI representative

**Current Representation**

**School members – 15 members**

3 Primary maintained Headteachers or governors

1 Secondary maintained school representative

1 Special School Headteacher

1 Nursery School Head teacher or governor

1 Special School Academy representative

1 AP Academy representative

7 Academy representatives – this is not restricted to principals, senior staff or governors

**Non School members – 6 members**

1 16-19 representative

1 Early Years PVI representative

1 C of E Diocesan Rep

1 Roman Catholic Rep (currently vacant)

1 JCC Primary Rep

1 JCC Secondary Rep

Pupil numbers from October 2020 census:

Primary Maintained 32,236 = 30.17%

Secondary Maintained 1,090 = 1.02%

Primary and Secondary Academy 73,533 = 68.81%

Total 106,859

Schools Forum currently has 11 school members for maintained primary, maintained secondary and academies. The latest pupil number proportions translate into:

3.32 primary representatives (currently we have 3 so this is correct)

0.11 secondary representatives (we need at least 1 so this is correct)

7.57 academy representatives (currently we have 7 so this is correct)

**Schools Forum is asked to note the information provided.**

**Norfolk Schools Forum**

**Minutes of Meeting held on Friday 13 November 2020**

**09:00 – 12:00 hours**

**Teams Meeting**

**Present: Representing**

Andrew Aalders-Dunthorne Academies

Keith Bates, Eaton Hall Specialist Academy Special School Academy

Chris Caddamy, (Vice Chair) City College 16 – 19 Representative

Carol Dallas, Taverham High School Academies

Alan Evans, Eastern MAT Academies

Mike Grimble, Avenue Junior School Primary Maintained Governors

Bob Groome JCC ( secondary phase)

Glyn Hambling, Unity Education Trust Alternative Provision

Carol Jaques Maintained Nursery School

Clare Jones, Boudica Schools Trust Academies

Howard Nelson, Diocese of Norwich

Education Diocesan Board of Education

Lacey Douglass Early Years Representative

Peter Pazitka, SJB CMAT Academies

Joanne Philpott, City of Norwich School Academies

Sarah Shirras, (Chair) St Williams Primary Primary Maintained Schools

Joanna Tuttle, Aylsham High School Secondary Maintained Schools

Vicky Warnes JCC (primary phase)

Martin White, Nebula Federation Primary Maintained Governors

Martin Brock Accountant

Sarah Young, Sidestrand Hall (sub) Maintained Special Schools

John Crowley Assistant Director Learning and

 Achievement

Sally Cutting Senior Accountant

Marilyn Edgeley Admin Officer

Dawn Filtness Finance Business Partner

Nicki Rider Senior Adviser – SEND & AP

Chris Snudden Assistant Director (Education)

**Apologies:**

Sara Tough Executive Director Childrens Services

Michael Bateman Programme Director SEND &

 Alternative Provision

Joanna Rand, Hall School Maintained Special Schools

1. **Welcome and Apologies**

Michael Bateman

Joanna Rand – sub Sarah Young

1. **Minutes of Last Meeting and Matters Arising**

The minutes of the meeting held on 30 September 2020 were accepted as a true record.

Pupils coming off roll, parents uneasy about sending their children to school and home educating and the census date in October impacting on funding to schools.

**Action: Chris Snudden will follow this up and look at any schools significantly affected.**

Glyn Hambling said that he communicated with the DfE on 15 October in relation to the census and the impact of universal free school meals take-up in year 1 and 2. The DfE are looking into his communication.

The Chair highlighted that maintained schools have an avenue to discuss this with a finance officer but academy trusts should raise if a pattern is emerging.

**Report back from Alliance Group**

**Action: Rebecca Hulme to be invited to a future Forum meeting**

**Pilot of better integrated services to support Prevention & Inclusion**

This work is in relation to supporting children’s needs in the wider sense, and the Local Authority has been working with IMPower, a company that supports development and innovation in local authorities. Next term, the LA wants to offer a more systematic geographical coverage to an integrated approach within the early intervention offer. There are trials in place with a small number of schools. Officers will be circulating soon something to show how this will look from a school prospective.

**3a. Early Years Block Funding**

Officers apologised for the late circulation of this paper. There had been a good response to the survey. The paper covers feedback and proposed changes to the formula based upon the responses. Formal recommendation from Forum for the formula changes is requested, alongside agreement for 5% of 3-to-4-year-old funding to be utilised to fund central services.

The background information had been available to Forum previously.

The survey was broken down into several sections.

A total of 106 responses were received from Ofsted registrations and covered a range of the early years sector.

Officers said it was worth noting that the responses were split into different types of providers. Providers at the most risk of financial loss are those receiving quality and flexibility supplements.

Option 1 and 3 as first choice were most popular, then option 2, which is the compromise option that reduces, rather than removes, supplements entirely, with 4 and 5 being the least popular. Therefore, officers view was that options 4 and 5 should be ignored at this stage, with concentration on options 1,2 and 3.

Officers explained the impacts of options 1,2 and 3:

Option 1 – does not address concerns for providers who are unable to meet the requirements for supplements

Option 2 – midway proposal that partly addresses concerns but will ensure stability in the market

Option 3 – simple approach but the loss to some providers could be too much too soon and risk destabilising the market.

It was suggested that the Early Years Reference Group is reconvened as a sub-group of the Forum to continue to explore the issues identified through the feedback to this consultation, as well as looking ahead as to how Norfolk moves towards a formula based upon the principles of option 3.

The Early Years PVI representative said that she agreed with the proposals put forward and that this had been a fair and thorough piece of work.

Deprivation supplement is mandatory but the amount is partially within our control. There was not overwhelming support either way so it was recommended to make no change to the amount for deprivation.

There was some support for a SEN Inclusion Fund, but not overwhelming. It is the view of Officers that the contribution to central services had not been fully understood. The authority could explore full 5% or partial reduction but it was thought this was not the time to do this.

It was felt that this was not the right time to link the Early Years National Funding Formula base rate to the Norfolk base rate as there had been a mixed response to this proposal, and not doing so will leave the option open to move towards removing supplements without destabilising the market if there are future rises in the EYNFF base rate.

**Schools Forum are asked to** **make a recommendation to the Local Authority the 2021-22 early years funding formula in respect of:**

* **Base rate and supplement options for funding formula**
* **Deprivation criteria**
* **Central services and SEN Inclusion Fund from 2-year-old hourly rate**
* **Link between EYNFF base rate and local base rate**
* **Vote on retention of 5% of 3- and 4-year-old allocation for central services**

**Decision**

**Forum supported option 2 at this time with the intention of moving to option 3 in the future and agreed to all recommendations as listed above.**

**Forum agreed to the retention of 5% of 3- and 4-year old allocation for central services.**

**3b. Central Services de-delegation**

Schools Forum are asked to vote separately by **maintained Primary and Secondary sector** on de-delegation of the below services (representatives of those sectors only). **Nursery schools** and **Special Schools** are offered services as a buy back option, as they are not covered by de-delegation under the statutory finance regulations.

Members asked for more specific modelling in the future for SACRE costs and fees to independent boarding schools. Officers said that there were a small number of children on the edge of care, provision was sought for a fresh start. This works well and the authority wants to continue this.

**Action: Officers agreed to look into what is provided by SACRE and Seb Gasse will attend a future meeting to give more information.**

**1a Staff Costs - primary maintained schools**

Agreed to de-delegation of services

**1b Staff Costs - secondary maintained schools**

Secondary schools do not wish to de-delegate services

**2a Free School Meals Eligibility -primary maintained schools**

Agreed to de-delegation of services

**2b Free School Meal Eligibility – secondary maintained schools**

Agreed to de-delegation of services

**3a Maintained Special Schools Buyback**

Agreed to buyback

**3b Academy Special Schools Buyback**

Agreed to buy back at meeting but subsequently changed to not wishing to buyback

**4 Maintained Nursery Schools Buyback**

Agreed to buyback

**5 Growth (full School Forum)**

Agreed

**6a Use of central retained items (full School Forum)**

Agreed

**6b Agree historic commitments (full School Forum)**

Agreed

**6c Items retained from central services**

Agreed

**3c. Fair Funding Consultation**

This item summarises the responses to the Autumn 2020 Fair Funding Consultation with Norfolk schools, and sets out the proposed changes to the funding distribution formula of the Schools Block of the Dedicated Schools Grant (DSG) from April 2021.

The results of the survey showed that schools did not favour a Schools Block to High Needs Block transfer.

Officers understand that this is a difficult choice for Forum members as schools want the extra money in their budgets to support pupils in their school, but at the same time acknowledged that Forum are considering the bigger picture.

**Comments:**

Q. Does the plan include current assumptions about additional places?

A. Built in as anticipated based on current opening dates. Officers have built in assumptions for a 4th special school. This latest version of the plan shows that if growth continues as currently seen we will not be able to reduce the need for independent school places in Norfolk.

Q. Have we got a revised strategy and is there a review of that strategy and have we communicated this? What is the quality of that independent provision?

A. We are having on-going discussions at a national level of the lack of funding for SEN pupils. We are refreshing our sufficiency strategy and we will be able to provide the detail. We have a number of children awaiting provision, so we are dependent on independent school. Quality and cost is an issue in the independent sector, but the alternative result from tribunals could be children being placed into inadequate settings.

Q. Forum is being asked to consider recommendations without a revised plan. Funding in alternative provision – there is a decline in numbers, people need to understand why.

1. Alternative Provision decline in numbers relates to closure of Horatio House otherwise there is not a reduction in alternative provision.

Q. What are the long term implications of the accumulative deficit and what would happen if in 2024/25 the DfE say that we can no longer run this deficit as this would then come from the Schools Block? Who is funding the deficit in the meantime?

1. Whilst the model now has much more accurate predictions, we acknowledge that post 16 is not as detailed as the pre-16 sector. The DfE say that the DSG needs to offset any cumulative deficit; the authority is bank rolling the DSG and we are monitoring the risk.

Members asked for commentary clouds against any change in lines on the tables moving forward.

Q. What happens if we do not transfer the 1.5%?

A. Expectation on authorities that have a deficit is that they look at the whole DSG. Therefore, Officers feel we have to pursue a higher level of School Block transfer, whether agreed by School Forum or not. We have told the DfE that they are putting authorities in a position where they have no choice but to make the disapplication request.

Members said the number of responses to the consultation was disappointing.

There is an issue around some mainstream settings and their level of inclusivity that is contributing to parents requesting special school places.

Currently these children are in mainstream schools and funding for this is not sufficient, so to take more money away from schools means less money to support these children.

* **Vote on continuation of the movement of 0.5% from the Schools Block to the High Needs Block for 2021-22;**

For 15

Against 0

Abstain 2

* **Consider and comment on the movement of additional funding (an additional 1%) to the High Needs Block for 2021-22**.

Members asked that the minutes include comments made on the challenges for schools from Schools Forum.

Everyone wants to do the right thing but pull on both sides.

The authority is being put in an impossible situation and we, as School Forum representing different sectors, unions and academies and anyone involved with young children, want to say that we are really concerned about the funding levels and the impossible situation. We all believe there should be a thorough review of how we can meet the guidance that the government have given, and we will not be able to achieve this unless more money is put in.

One member said they would not support the 1% as this does not deal with the deficit and the plan needs reviewing.

Officers asked if there was any support for the 1% transfer.

There was no support for this from Forum.

1. **Admissions Appeals**

This is deferred to next meeting.

1. **Academy Elections**

It was noted that we have a vacancy for two academy representatives on the Forum and 2 designated subs. With the current situation due to covid-19 it has been decided to extend the period for nominations to be returned. The chair asked members to encourage colleagues to put themselves forward.

1. **Any other business**

Balance Control Mechanism

Members raised the issue of some schools holding more money than they expected due to current covid-19 situation. A pragmatic approach from the authority is requested to the balance control mechanism this year.

**Action: It was agreed to raise this with financial colleagues and bring back to a future meeting.** It was noted that any changes to the Scheme for Financing Schools, if required, would need a Forum vote.

1. **Date of next meeting**

26 January 2021 09:00 – 12:00

**Schools Forum**

**Item No. 5(a)**

|  |  |
| --- | --- |
| **Report title:** | **Proposed Schools Budget 2021/22** |
| **Date of meeting:** | **26 January 2021** |

 **Executive summary**

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| --- |
| **Schools Forum is asked to:*** **Note information provided for the 2021/22 Dedicated Schools Block allocations and other DfE grants.**
* **Note the latest updates to Norfolk’s DSG recovery plan.**
* **Consider and make recommendations to Cabinet for the allocation of increased hourly rates for Early Years funding in 2021/22, and for the creation of a new 2-year old SEND Inclusion Fund.**
 |

1. **Dedicated Schools Grant Allocations**

The total Dedicated Schools Grant (DSG) allocation received for 2021/22 was confirmed in December 2020 and totals £699.469m before academy recoupment. This compares to a total DSG allocation of £646.969m in 2020/21, as at the November 2020 DSG update; an overall increase of £52.5m (although this includes £25.748m of Teachers Pay Grant (TPG) and Teachers Pension Employer Contribution Grant (TPECG) that have been rolled into the DSG from April 2021 as explained later in this paper).

**1.1 Schools Block**

The Schools Block is £547.933m; an increase of £40.926m from the £507.007m received in 2020/21. £23.681m of this increase is for protected TPG and TPECG that have both been moved into the DSG from April 2021. £2.782m of the increase is extra funding for additional pupil numbers on the October census, up from 106,352 pupils to 106,836 pupils compared to the previous year. The remaining £14.463m is from additional National Funding Formula funding distributed by the Department for Education (DfE) as part of the 3-year settlement for schools’ funding announced in autumn 2019 that will allocate an additional £14bn nationally between 2020/21 and 2022/23. This is a like-for-like increase of 2.9%.

**1.2 Central School Services Block**

The Central School Services Block of £3.772m (£3.407m in 2020/21) covers central items previously held within the Schools Block. The increase of £0.365m includes approximately £0.181m for the TPG and TPECG of centrally employed teachers, previously provided to the LA as a separate grant. The remaining increase of £0.184m is due to an increase in the amount allocated per-pupil. This block covers the cost of central licences which will be charged to the authority by the DfE for all schools, historic commitments already agreed by Schools Forum and the retained services provided to all schools previously covered by the Education Services Grant. Schools Forum voted to retain these items centrally at the November 2020 Forum meeting.

**1.3 High Needs Block**

The High Needs block has increased to £103.926m from £93.311m. This is an increase of £10.615m compared to the 2020/21 DSG (November 20 update). Within the overall increase between years there is £0.413m for an increase in the number of pupils in special schools, up from 2,202 to 2,305 pupils, and £1.886m of TPG and TPECG grants included that have been moved into the HN Block for special schools, Alternative Provision (AP), and hospital education from April 2021. The remaining £8.316m increase is due to additional funding distributed by the DfE out of the extra £14bn announced for schools over a 3-year period starting 2020/21, equivalent of 8.9% like-for-like increase. The allocation is based on a 50% historic baseline exercise and the remaining 50% is calculated on population growth, places created and additional needs.

**1.4 Early Years Block**

The indicative Early Years Block for 3- and 4-year-old universal entitlement totals £28.840m. The Early Years National Funding Formula sets out that Local Authority central costs funded from the EY Block should be no greater than 5% of 3- and 4-year-old funding when planning the budget. The Early Years Funding Formula for 2021/22 will be paid to the Local Authority at £4.44 per hour, an increase of £0.06 per hour compared to 2020-21.

Since September 2017 working parents have been able to access an additional 15 hours of funded 3- and 4-year-old early education. Taking the total amount to 30 hours of funded childcare based on the January 20 census, the Department of Education has provided indicative funding of £9.543m as estimated take up of the additional 15 hours by parents.

Schools Forum voted to retain centrally 5% of the 3- and 4-year-old funding at the November Schools Forum meeting. Based on the 2021/22 published DSG allocations, the 5% of 3- and 4-year-old funding retained centrally will be £1,919,170. The Local Authority will continue to use this funding to provide central support and administer payments to all providers of Early Years Education, in schools and in private, voluntary and independent settings.

Parents can access 15 hours of funded 2-year-old early education, if they meet the eligibility criteria. The Department of Education is providing £4.548m of funding initially based on the January 2020 census. The Local Authority will receive £5.36 per hour for Early Education of 2-year olds, an increase of £0.08 compared to 2020/21. An LA recommendation to create a new 2-year old SEND Inclusion Fund using £0.02 of the hourly increase is included in section 4 of this paper.

Early Years Pupil Premium continues at 53p per hour per eligible child claiming 3 and 4-year-old funding, up to a maximum of 570 hours per year. The initial published allocation is £0.503m.

All of the Early Years allocations detailed above would usually be adjusted during the financial year based on take up at the January 2021 and 2022 census dates. However, given the impact of Covid-19 pandemic, the DfE have stated that the basis for reviewing 2021/22 indicative allocations will be reviewed in Spring 2021 and any change in methodology will be published in the DfE’s DSG technical note.

Maintained nursery schools, and schools and academies with early years pupils, currently receive allocations for TPG and TPECG which include early years pupils. The DfE will continue to provide these grants to these schools separately from the DSG in relation to early years pupils in 2021 to 2022. Allocations will be published in Spring 2021.

The Early Years National Funding Formula (EYNFF) places Nursery Schools on the same funding model as all Early Years Settings, and supplementary funding of £0.222m has been provided to continue to protect fixed sums that the 3 Nursery Schools in Norfolk receive. The fixed sums fund the higher overheads and cost of qualified teaching staff in a Nursery School. However, part of the supplementary funding allocations are published as indicative (£92,533), and part as conditional (£129,546). The allocations for April 2021 to August 2021 are indicative and will be updated on the same basis as the universal entitlements (more information on funding arrangements in this period will follow from DfE). That is the only adjustment that will be made to those figures. However, the maintained nursery school supplementary funding allocations for September 2021 to March 2022 are conditional: they may be subject to change and local authorities should, therefore, treat them as unconfirmed.

The Disability Access Fund aids access to early years places. An early years setting is eligible for £615 per year for each child in receipt of Disability Living Allowance using February 2020 data. The allocation for 2021/22 is £0.181m, and it is not updated during the financial year.

* 1. **DSG Changes between years**

The overall difference in the DSG allocation from the prior year funding is set out in the table overleaf:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Funding element** | **2020/21\*****(£m)** | **2019/20\*\*****(£m)** | **Change** **(£m)** | **Explanation for change** |
| **Early Years Block** |  |  |  |  |
| Early Years 3- & 4- year old: 15 hours universal entitlement | 28.840 | 28.450 | 0.390 | £0.06p/hr uplift |
| Early Years 3- & 4- year olds: 30 hours for working parents | 9.543 | 9.414 | 0.129 | £0.06p/hr uplift |
| Early Years 2-year old: 15 hours, where eligible | 4.548 | 4.480 | 0.068 | £0.08p/hr uplift |
| Early Years Pupil Premium | 0.503 | 0.503 | 0.000 | No change |
| Nursery Schools Supplement | 0.222 | 0.222 | 0.000 | No change |
| Early Years Disability Access Fund | 0.181 | 0.174 | 0.007 | Increase in eligible pupils |
| **Schools Block** | 547.933 | 507.007 | 40.926 | Increase of 484 pupils, £2.782m, and additional money from DfE through NFF, £14.463m, and TPG/TPECG grants moved into DSG from April 2021, £23.681m |
| **Central School Services Block** | 3.772 | 3.407 | 0.365 | Funding per pupil increased from £30.23 to £32.18 per pupil, £0.184m, plus a further £1.69 for TPG/TPECG of centrally employed teaching staff, £0.181m |
| **High Needs Block** | 103.926 | 93.311 | 10.615 | Increase of 103 special school pupils, £0.413m, £8.316m additional funding as a result of the National Funding Formula additional DfE money, and £1.886m of TPG/TPECG grant funding moved into DSG from April 2021 |
| **Total**  | **699.469** | **646.969** | **52.500** |  |

\*Source: DfE’s DSG allocation tables 2020-21 (Nov’20 update)

\*\*Source: DfE’s DSG allocation tables 2021-22 (published Dec’20)

Note: All figures are shown rounded to nearest thousand per DfE allocation table

**1.6 Movement Between Funding Blocks**

Movement of 0.5% from the Schools Block to the High Needs Block was agreed by Schools Forum at the November 2020 meeting with the intention of alleviating the forecast pressure on the High Needs Block caused by the demand on high cost specialist placements, the increase in high needs in the school population and the proportion of placements in independent provision as opposed to state-maintained provision. Based on the updated DSG allocation for 2021/22 this is a one-off movement of approximately £2.621m. Following that transfer the new totals will be £545.311m for Schools Block and £106.548m for High Needs Block.

The Local Authority submitted a disapplication of regulations request to the Secretary of State in November 2020 requesting a further 1% transfer from the Schools Block to the High Needs Block in 2021/22, equivalent to approximately £5.243m. However, the Local Authority has now been notified that the Secretary of State has rejected the disapplication request, which we understand is in line with all other requests by Local Authorities. As a result, the forecast DSG deficit for 2021/22, and the cumulative deficit, is now significantly higher than that shared with Schools Forum in November.

**1.7 Existing DSG Cumulative Deficit**

Norfolk is carrying an outstanding DSG deficit of £19.703m from previous financial years as a result of pressures within the High Needs Block. A further High Needs Block deficit of £11.504m for 2020/21 is forecast based upon the latest information available. However, the overall DSG deficit forecast for 2020/21 is £11.260m when accounting for underspends that are forecast on the Schools Block (primarily savings made from academy conversion rates relief). The overall DSG starting position for 2021/22 is, therefore, forecast to be a deficit of £30.963m (£19.703m from previous years plus £11.260m for 2020/21).

1. **Other Schools Grants**

**2.1 Pupil Premium**

Pupil Premium funding will remain at the same level for 2021/22:

Primary pupils: £1,345

Secondary pupils: £955

Looked-after children: £2,345

Children who have ceased to be looked-after: £2,345

Service children: £310

The eligibility criteria for the pupil premium will remain unchanged, however, the DfE will use October 2020 school census data to calculate pupil premium allocations instead of January 2021 (as would usually have been the case). Exceptions to that include alternative provision and pupil referral units where eligibility will continue to be based on the January census.

**2.2 Free School Meal Supplementary Grant 2020 to 2021**

The DfE have confirmed that the Free School Meal (FSM) Supplementary Grant will be extended for one additional year to 2020 to 2021 for increases in FSM pupil numbers between October 2019 and October 2020, at a per pupil rate of £450. Allocations will be made in February 2021. The Local Authority awaits future DfE announcements with the hope that there is a further response to meal increases occurring beyond the October 2020 census, given the current situation with the Covid-19 pandemic.

**2.3 Other grants for 2021 to 2022**

The DfE have said that information about other grants for 2021 to 2022 will be issued during 2021.

1. **DSG Deficit Recovery Plan**

**3.1 Previous DSG Deficit Recovery Plan**

The previous DSG deficit recovery plan shared with Schools Forum in November 2020 was based on period 6 (end of September) monitoring. This projected a DSG deficit of £51.025m by the end of the 2024/25 financial year, with further details available in the previous November 20 Forum papers.

Link to Schools Forum papers on website: [Forum agendas and papers](https://www.schools.norfolk.gov.uk/school-finance/norfolk-schools-forum/forum-agendas-and-papers)

**3.2 Latest DSG Deficit Recovery Forecast**

Following a review of budget pressures for 2021/22, taking into account the Secretary of State’s decision to reject the Local Authority’s disapplication request for movement of a further 1% of Schools Block funding to the High Needs Block in 2021/22, and considering the period 8 (end of November 20) monitoring (the most recent available), the latest forecast DSG deficit recovery position is shown in a table overleaf.

The modelling continues to be improved and refined on an iterative basis. Some of the changes in this latest update are corrections or improvements to previous figures.

The current financial year forecast (2020/21) outturn has increased from £10.366m overspend to £11.260m overspend, an increase of £0.894m. The reasons for these increases are included in Appendix 1.

Based upon the latest information and modelling, the forecast in-year deficit for 2021/22 has now increased from £3.561m to £8.635m (£5.074m increase), and the cumulative DSG deficit by 2024/25 has now increased from a forecast of £51.025m to £59.503m.

The changes for 2021/22 are summarised in Appendix 2. Changes in 2021/22 affect future years’ forecasts too unless specifically stated otherwise.

|  |  |  |
| --- | --- | --- |
| **DSG Recovery Plan, £m** | **Outturn** |  |
| **2018/19** | **2019/20** | **2020/21** | **2021/22** | **2022/23** | **2023/24** | **2024/25** |
| High Needs Block DSG Income | 80.462 | 81.917 | 93.311 | 103.926 | 112.732 | 114.355 | 115.763 |
| 0.5% Schools Block Transfer | 2.365 | 2.410 | 2.535 | 2.621 | 2.647 | 2.674 | 2.701 |
| Additional Schools Block to High Needs Block Transfer | 0.000 | 4.580 | 0.000 | 0.000 | 5.295 | 5.348 | 5.401 |
| Schools Block / Early Years Block / Central Services Schools Block Underspends | 4.095 | 1.491 | 0.244 |   |   |   |   |
| **Total Resources** | **86.922** | **90.398** | **96.091** | **106.548** | **120.674** | **122.377** | **123.865** |
|   |   |   |   |   |   |   |   |
| Placement Budget starting point |   |   | 87.103 | 92.299 | 97.579 | 105.031 | 110.727 |
| Demographic Growth |   |   | 6.516 | 7.826 | 11.621 | 8.497 | 6.092 |
| Savings |   |   | -1.321 | -2.546 | -4.169 | -2.801 | -1.737 |
| **Total Placements** | **80.488** | **87.103** | **92.299** | **97.579** | **105.031** | **110.727** | **115.082** |
|  |  |  |  |  |  |  |  |
| Early Intervention SEN Funding[[1]](#footnote-1) | 6.075 | 8.762 | 9.991 | 10.300 | 11.050 | 11.800 | 11.800 |
| New Special School Start-up Costs |   |   | 0.113 | 0.489 | 0.397 | 0.000 | 0.000 |
| Speech and Language Therapy Service contribution | 0.771 | 1.002 | 1.241 | 1.100 | 1.004 | 1.004 | 1.004 |
| Sensory Support | 1.624 | 1.623 | 1.623 | 1.623 | 1.623 | 1.623 | 1.623 |
| Youth Offending Team contribution | 0.290 | 0.290 | 0.290 | 0.290 | 0.290 | 0.290 | 0.290 |
| Child and Adolescent Mental Health Service contribution | 0.251 | 0.251 | 0.251 | 0.251 | 0.251 | 0.251 | 0.251 |
| High Needs Inclusion Infrastructure | 0.774 | 0.795 | 1.573 | 1.967 | 1.967 | 1.967 | 1.967 |
| Permanent Exclusion charges | -0.999 | -1.082 | -0.551 | -0.900 | -0.900 | -0.900 | -0.900 |
| Other | 0.447 | 0.469 | 0.520 | 0.597 | 0.597 | 0.597 | 0.597 |
| Teachers' Pay Grant and Teachers' Pension Employer Contribution Grant |   |   |   | 1.886 | 2.021 | 2.156 | 2.260 |
| **Total Expenditure** | **89.722** | **99.214** | **107.351** | **115.182** | **123.331** | **129.515** | **133.974** |
|   |   |   |   |   |   |   |   |
| **Surplus (+)/Deficit (-)** | **-2.800** | **-8.816** | **-11.260** | **-8.635** | **-2.657** | **-7.139** | **-10.109** |
|  |   |   |   |   |   |   |   |
| **Cumulative Deficit** | **-10.887** | **-19.703** | **-30.963** | **-39.597** | **-42.255** | **-49.394** | **-59.503** |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Placements Costs by type, £m:** | **2018/19** | **2019/20** | **2020/21** | **2021/22** | **2022/23** | **2023/24** | **2024/25** |
|  Maintained / Academy / Free Special Schools | *31.587* | *34.260* | *36.325* | *38.099* | *42.464* | *45.191* | *46.998* |
| Independent Special Schools | *25.604* | *30.456* | *31.633* | *33.621* | *35.610* | *37.598* | *39.586* |
| Section 19 Placements and Support[[2]](#footnote-2) |  | *0.060* | *0.943* | *1.110* | *1.110* | *1.110* | *1.110* |
| Alternative Provision | *6.455* | *4.693* | *4.177* | *2.099* | *2.099* | *2.099* | *2.099* |
| Post-16 (Further Education) | *6.440* | *6.774* | *7.084* | *7.175* | *7.154* | *7.552* | *7.987* |
| Specialist Resource Bases & Deaf Resource Bases | *3.089* | *3.242* | *3.774* | *5.074* | *6.193* | *6.776* | *6.901* |
| Personal Budgets | *0.451* | *0.501* | *0.426* | *0.501* | *0.501* | *0.501* | *0.501* |
| Short Stay Schools | *6.129* | *6.821* | *7.110* | *9.071* | *9.071* | *9.071* | *9.071* |
| Other Local Authority Recoupment | *0.734* | *0.298* | *0.828* | *0.830* | *0.830* | *0.830* | *0.830* |
| **Total Placement Costs** | **80.488** | **87.103** | **92.299** | **97.579** | **105.031** | **110.727** | **115.082** |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Placements Numbers by type:** | **2018/19** | **2019/20** | **2020/21** | **2021/22** | **2022/23** | **2023/24** | **2024/25** |
|  Maintained / Academy / Free Special Schools | *1,484* | *1,577* | *1,723* | *1,880* | *2,035* | *2,142* | *2,213* |
| Independent Special Schools | *615* | *847* | *897* | *947* | *997* | *1,047* | *1,097* |
| Section 19 Placements and Support[[3]](#footnote-3) |  | *83* | *89* | *120* | *120* | *120* | *120* |
| Alternative Provision | *351* | *252* | *176* | *110* | *110* | *110* | *110* |
| Post-16 (Further Education) | *588* | *677* | *632* | *659* | *689* | *722* | *757* |
| Specialist Resource Bases & Deaf Resource Bases | *242* | *242* | *270* | *358* | *432* | *458* | *458* |
| Personal Budgets | *55* | *65* | *65* | *65* | *65* | *65* | *65* |
| Short Stay Schools | *350* | *370* | *370* | *432* | *432* | *432* | *432* |
| Other Local Authority Recoupment | *74* | *83* | *83* | *83* | *83* | *83* | *83* |
| **Total Placement Numbers** | **3,759** | **4,196** | **4,304** | **4,654** | **4,963** | **5,179** | **5,335** |

1. **Early Years Increased Hourly Rates 2021/22**

**4.1 Previous Decisions and EYNFF Hourly Rate Increases**

At November 20’s Schools Forum, the Forum recommended the elements of a new formula for Norfolk’s hourly rate. The final decision regarding the formula will be taken by Norfolk County Council’s (NCC) Cabinet on 2February, along with other decisions regarding the DSG budget.

Following that Forum meeting, there was an announcement by the DfE that Norfolk’s Early Years hours rates will increase from April 2021 from £4.38/hr to £4.44/hr for 3 and 4-year olds and from £5.28/hr to £5.36/hr for 2-year olds, Schools Forum are asked to consider and make a recommendation to Cabinet for the allocation of increased hourly rate for Early Years funding in 2021/22.

The formula to be recommended to NCC’s Cabinet needs to take account of the additional funds allocated in the EY Block due to the increases in these hourly rates. Therefore, a recommendation is sought from Schools Forum.

**4.2 Proposals**

**3- and 4-year-old Hourly Base Rate**

The formula agreed for 2021/22 by Schools Forum in November was an increased base rate for 3 and 4-year olds (increased by £0.19/hr from £3.73/hr to £3.92/hr) to be funded by reducing the level of contingency held and by reducing the existing quality and flexibility supplements from £0.20/hr to £0.10/hr, with no changes to existing deprivation factors. It was also agreed that an Early Years Reference Group should be reconvened as a sub-group to Schools Forum to continue to explore the issues raised through consultation feedback and to look ahead to how Norfolk could eventually transition to having a formula based only upon hourly base rate plus deprivation supplements (i.e. with no other supplements).

Based upon the Autumn 20 consultation of early years providers in Norfolk, it is proposed that Norfolk’s formula allocates the full £0.06 increase to the 3- and 4-year-old funding to providers from April 2021 via an increase to the hourly base rate. This would take the proposed hourly base rate, following the Autumn consultation, up from £3.92 to £3.98 per hour in the 2021/22 financial year. The rate in 2020-21 is currently £3.73 per hour.

There are alternative options, such as adjusting the rate that supplements are paid at. In particular, a further reduction to the value of discretionary supplements to move towards a base rate plus deprivation only; i.e. towards option 3 of the Autumn 20 consultation. Whilst it could be possible to ensure that no settings see a reduction in their hourly rate, it would mean that some settings see no increase at all at a time when costs are genuinely understood to be under pressure and the Government has recognised that funding pressure.

**The LA recommends that the 3- and 4-year-old base rate for Norfolk’s formula should be further increased from April 2021 in line with the 2021/22 EYNFF hourly increase of £0.06 for 3 and 4-year old funding that Norfolk will receive.**

The rationale for this recommendation by the LA is:

1. Providers will already be planning on the basis of Schools Forum’s previous decision and may assume that any increase in the base rate will be passed on;
2. All providers are likely to have seen genuine increased costs, and this option would mean that all would have at least a small increase in the actual rate that they receive;
3. It could be too big a change at this stage for some providers to see a further reduction in the value of supplements, which could risk their financial stability and, thus, market sufficiency.

**2-year old Hourly Base Rate and SEND Inclusion Fund**

Based upon the Autumn consultation feedback, there are two proposed options for allocation of the £0.08 increase to 2-year old funding from April 2021:

|  |  |  |
| --- | --- | --- |
| **Option** | **Proposal** | **Rationale for Proposal** |
| 1 | Allocate the full £0.08 increase to providers through the 2-year old hourly base rate. This would increase the base rate to £5.36 per hour from April 2021. The rate in 2020/21 is currently £5.28 per hour. | 1. If providers are struggling financially, then they are likely to want the full funding passed on;
2. Approximately 60% of providers that responded to the Autumn consultation did not support a SEN Inclusion Fund, though it should be noted that it was indicated in a number of such responses that this would be because it would be of no benefit to their settings, and also the proposal set out with the consultation was for the retention of a much higher rate, £0.26/hr.
 |
| 2 | Allocate £0.06 of the hourly rate increase to providers through the 2-year old hourly base rate (in line with the proposed increase for 3 and 4-year old funding), taking the new hourly rate up to £5.34 per hour from April 2021, and retain £0.02 for the creation of a new 2-year old SEND Inclusion Fund (creating a budget of £16,970). | 1. Support for SEN inclusion fund shown in the consultation response from a significant number of providers, particularly from those with children attending with high SEN and had experience of the financial challenges of meeting their needs;
2. Better enables the needs of 2-year olds with SEN to be included in settings, supporting improving access to provision;
3. An equitable increase in rate passed on across all age ranges.
 |

**On the basis of the rationale shared, the LA recommends to Forum option 2 for the 2-year-old hourly base rate.**

**4.3 2021/22 EY Rates Proposal Summary**

The proposed final formula for 2021/22, based upon the above recommendations, with the proposed funding increases of £0.06/hr for 3 and 4-year olds and £0.06/hr for 2-year olds, for 2021/22 is therefore:

|  |  |  |
| --- | --- | --- |
|  | **Current Rate 2020/21 (£/hr)** | **Proposed Rate 2021/22 (£/hr)** |
| **Base rate (3-to-4-year olds)** | 3.73 | 3.98 |
| **Base rate (2-year olds)** | 5.28 | 5.34 |
| **Quality supplement** | 0.20 | 0.10 |
| **Flexibility supplement** | 0.20 | 0.10 |
| **Deprivation supplement (10% most deprived based on IDACI)** | 0.25 | 0.25 |
| **Deprivation supplement (11-20% most deprived based on IDACI)** | 0.15 | 0.15 |

**4.4 Schools Forum EY Recommendations Required**

Schools Forum is asked to consider and make recommendations to Cabinet for:

* The allocation of the EYNFF increased hourly rates for Early Years funding in 2021/22 of £0.06 per hour for 3- and 4-year-olds;
* The allocation of the EYNFF increased hourly rates for Early Years funding in 2021/22 of £0.08 per hour for 2-year-olds, either:
	+ £0.06 per hour for 2-year-olds and the creation of a new 2-year-old SEN Inclusion fund;
	+ or, £0.08 per hour for 2-year-olds.

**Schools Forum is asked to:**

* **Note information provided for the 2021/22 Dedicated Schools Block allocations and other DfE grants.**
* **Note the latest updates to Norfolk’s DSG recovery plan.**
* **Consider and make recommendations to Cabinet for the allocation of increased hourly rates for Early Years funding in 2021/22, and for the creation of a new 2-year old SEND Inclusion Fund.**

**Appendix 1: Significant Forecast Variances, period 6 to 8**

|  |  |  |
| --- | --- | --- |
| **Budget Line** | **£m** | **Reason** |
| Maintained Special Schools | 0.183 | Additional places |
| Specialist Resources Bases | 0.034 | Service Level Agreement updates |
| Exceptional Circumstances Fund | 0.230 | Extra support (Covid) |
| Mainstream SEN Support/Element 3 | 0.185 | Extra support (Covid) |
| Post-16 High Needs Element 3 | (0.095) | Latest applications show reduced pupil numbers |
| Independent Special School Placements | 0.369 | Additional places |
| Personal Budgets | (0.075) | Review of in-year trends |
| Other Local Authority Recoupment | 0.056 | Additional places |
| Alternative Provision | 0.151 | Revised placement costs and extra 1:1 support |
| Section 19 | (0.167) | Fewer pupils |
| Other small adjustments | 0.051 | Primarily school DDA equipment |
| Schools Block | (0.028) | Academy conversions |
| **TOTAL (£m)** | **0.894** |  |

**Appendix 2: Significant changes between the current and previous DSG Recovery Plan**

**Income**

* **High Needs Block:**
	+ Removal of the additional Schools Block to High Needs Block transfer (additional 1% via disapplication request to the Secretary of State), reducing actual final 2021/22 income to High Needs Block by £5.243m (Note: this 1% was previously estimated at £5.218m in the previous version of the plan shared);
	+ The decrease in income is from £111.166m to £106.548m in 2021/22, a decrease of £4.618m overall, which includes: removal of the additional 1% Schools Block transfer which had been previously estimated at £5.218m, plus (£0.588m) increase to final High Needs Block allocation compared to the previous indicative figures from the DfE, and an additional (£0.012m) transfer (based on the 0.5% agreed by Schools Forum) from the Schools Block based on a higher Schools Block income figure than previously estimated for 2021/22;
	+ Forecast budget increased for future years based on updated DSG allocation information published by the DfE in December 2020;
	+ Changes from 2022/23 onwards are based on an estimated increase to High Needs Block accounting for additional funding from the DfE’s £14bn settlement over three years, and account for basic allocation increases that reflect expected changes to special schools’ numbers in future years.

**Expenditure**

* **TPG/TPECG Grants** – increased allocations from High Needs Block from 2021/22 onwards, up from £1.711m estimated to £1.886m based on the latest data used for DSG allocations, an increase of £0.175m to be allocated to special schools and AP based on increased pupil numbers (which is part of the £0.588m High Needs Block income increase above). Increases for future years are based on lagged increases expected following the growth in place numbers;
* **Special schools** - A net reduction in forecast of approximately (£0.250m) in 2021/22. Adjustments to school places have been based upon updated information partially offset by £0.065m added to 2021/22 for a contingency of 5 new places at existing schools in all future years;
* **Start-up costs** – a re-profiling of some start-up costs for new special schools from 2021/22 to 2022/23 (i.e. affecting those years only), based on timing of payments that are agreed to be made for the new GY SEMH and Fakenham ASD schools’ pre- and post-opening costs. A reduction of £0.397m in 2021/22, with the increased costs in 2022/23;
* **Independent Placements** - A net overall reduction in forecast of (£0.460m) for independent placements in 2021/22 based upon improved information and assumptions;
* **Other Local Authority Recoupment** - £0.096m increase (from £0.734m to £0.830m) based upon the latest placement information of 6 additional places;
* **Alternative Provision (AP)** – (£1.393m) net decrease for 2021/22, which comprises of a revision of the number of anticipated places, £0.270m, offset by a restatement of (£1.633m) of provision that is more appropriately categorised as SSSfN;
* **Short Stay School for Norfolk (SSSfN)** - £1.961m increase overall for 2021/22, which comprises £1.663m for restated provision previously categorised as AP and £0.298m of additional funding agreed to support pupils’ specific needs including additional 1:1 support.
* **Specialist Resources Bases** – increase of £0.520m to reflect latest service level agreement costs, with amendments for some bases;
* **Other** - £0.203m cumulative increase across a number of smaller areas of spend, including Schools DDA equipment, Early Intervention SEN funding and moving and Handling.

**Schools’ Forum**

**Item No. 5(b)**

|  |  |
| --- | --- |
| **Report title:** | **Planned Growth (Pupil Variations) 2021/22** |
| **Date of meeting:** | **26 January 2021** |

 **Executive summary**

|  |
| --- |
| **To inform Schools Forum of pupil variations requested in APT for 2021/22** |

Local authorities are no longer expected to request approval from the Secretary of State to increase the pupil numbers used for calculating funding for specific schools where:

* there has been, or is going to be, a reorganisation, or;
* a school has changed, or is going to change, its admission limit.

Instead, the ESFA expects local authorities to present any pupil variations to their Schools Forum to illustrate the impact to overall funding and specific schools’ budgets.

The exception to this is that any request for a negative pupil variation adjustment would still require a disapplication with compelling evidence as to why it should be approved. Norfolk has not requested any negative adjustments for 2021/22.

For new schools, the regulations require that local authorities estimate the pupil numbers expected to join the school in September and fund in the Authority Proforma Tool (APT) submission accordingly. Norfolk has no new mainstream schools for 2021/22.

The information for Norfolk’s pupil number variations on the initial budget shares for 2021/22 is attached. At the moment, the effects on those individual schools’ budgets have been estimated as the budgets for 2021/22 are still being processed but the final figures will be brought back to Schools Forum in March.

In-year growth identified by the Admissions team continues to be funded via the in-year top-sliced growth fund for Sept ’21-March ’22 (and Sept ’21-August ’22 for academies).

**No action required: Information only.**



**Schools’ Forum**

**Item No. 6**

|  |  |
| --- | --- |
| **Report title:**  | **Admissions Appeals** |
| **Date of meeting:**  | **26 January 2021**  |

**Executive summary**

**This paper is provided to update Schools Forum on the discussions of the Admissions Appeals group, specifically the arrangements for the appeals process and how requirements have been met since Covid. A breakdown of the number of cases heard for 2019/20 and their outcomes is also provided.**

**This paper is for information only. The Admissions Appeals group will make recommendations to Schools Forum after further review has been carried out.**

1. **Admission Appeal Arrangements (pre-Covid)**

A parent has the right to say which school they would prefer their child to go to and where the Admissions Authority is unable to offer place, the parent has the right of appeal, which must be heard by a trained Independent Appeals Panel.

The School Admission Appeals Code is issued under Section 84 of the School Standards and Framework Act 1998. The Code places mandatory requirements on Admission Authorities and ensures the independence of appeal panels and ensures that all appeals for maintained schools and Academies are conducted in a fair and transparent way.

The panel must comprise of a chair and at least two other panel members, with at least one lay member and one with experience in education. A clerk must also be appointed to provide independent and impartial guidance.

Appeals are heard in venues which must be appropriate and accessible with rooms where parties are able to wait separately.

For the majority of appeals there is a two-stage process; the first being for the Admissions Authority to prove to the Panel the case for refusing admission and, if the Panel is satisfied that the admission arrangements complied with the requirements of admissions law and that they were correctly applied to the case in question, a second stage where the Panel must balance the prejudice to the school against the appellant’s case for admission.

There is one member of staff appointed as Clerk to the Appeals Panel and who arranges and co-ordinates appeal hearings. There are currently 43 trained panel members. Norfolk County Council uses staff from NP Law and Educator Solutions to clerk the hearings.

Charges for arranging appeals.

£325 for first appeal and £150 for any subsequent appeals.

1. **Arrangements Since Covid**

Despite the current situation, parents continue to have the right of appeal to an Admissions Authority which has refused their child a place. Legislation came into force from 24 April 2020 and is initially in place until 31 January 2021. Early indication is that the temporary regulations will be extended until 30 September 2021. The temporary regulations state that there is no requirement that appeals have to be held in person; these can take place by telephone, video conference or through a paper-based appeal, where all parties can make representation in writing.

The number of Panel members prepared to take part in virtual appeals is much reduced, with only 16 members currently assisting.

A revised charging policy was introduced from April 2020 to reflect all appeals held virtually.

The charge is £150 per appeal.

**2.1 Effectiveness of virtual appeals versus face to face appeals**

Virtual appeals are offering considerable flexibility for all parties. The feedback from parents has been positive with parents feeling less intimidated.

The limited number of Panel members has meant a reliance on a small number, but none have expressed serious concerns.

The loss of 4 – 5 weeks at the start of the first lockdown made timetabling tight and appeals were held up to the end of term/start of the summer recess. This should not be such an issue for the 2021/22 admission rounds.

Savings are expected on time, travel expenses and postage/printing.

There are some technical issues as it is all reliant on home wi-fi services.

1. **Funding of the appeals process**

**3.1 Current Expenditure**

The Admissions team budget recorded expenditure of £135,056 for the 2019/20 financial year.

**3.2 Options for DSG funding**

The LA does not currently use DSG for funding admissions appeals costs. If DSG is to be used for funding the cost of Admissions appeals, all schools and academies must be treated on the same basis.

The Admissions Appeals group will do further work to review the available options before making a recommendation to Schools Forum:

**Option 1 - Funding for appeals can be delegated to all schools and academies**

Funding for appeals can be delegated to all schools and academies via the funding formula. All schools and academies should then be charged if they use the LA’s appeals service.

Norfolk does not currently specifically identify any of the delegated funding to schools as being for the cost of admissions appeals. However, the local funding formula also does not withhold any funding from schools for this. So arguably, it is, in effect, delegated to all. Norfolk’s formula follows National Funding Formula factor values (except for final calibration to funds available, in 2020/21 Norfolk is actually funding all schools/academies higher than the NFF factor values for basic entitlement).

If the LA takes the view that, therefore, the funding for appeals is indeed already delegated to all schools and academies, despite that this has never been separately identified as being ‘extra’ funding that schools have in their budgets, then the LA would be able to charge all schools and academies for the service.

To charge maintained schools for which the LA is the admissions authority, a new clause would be required to be added to the Scheme for Financing Schools, and this would require the agreement of Schools Forum.

**Option 2 - Funding for appeals can be held centrally for all schools and academies**

Funding for appeals can be held centrally for all schools and academies via a top-slice to the Central School Services Block, and would require agreement from Schools Forum each year. No schools or academies would then be charged for the cost of the appeals service.

If an increase to the Central Schools Services Block is required in order to fund the appeals service (because the LA considers it not possible to meet the costs from within the existing CSS Block), consent of the Schools Forum and the Secretary of State, via a disapplication request, would be required to transfer funds from the Schools Block to the CSS Block (though the disapplication is only required if the total transfers out of Schools Block exceeded 0.5% including any transfers agreed by Schools Forum to the High Needs Block). In broad terms, for £100,000 less within Schools Block, schools’ basic entitlement funding reduces by approximately £1 per-pupil.

The suggested budget for the appeals service, based on current expenditure, would be £150k for 2021/22, although if reviewed arrangements will lead to reduced costs it may be possible to set this lower. The level of any budget would be reviewed and agreed each year by Schools Forum in the autumn term preceding the new financial year.

**3.3 Other Local Authorities**

Details of how other local authorities fund admissions appeals was shared with the working group from a small number of respondents. The information from other local authorities is provided in a table with this paper.

Norfolk does not hold funding back so does delegate this funding to schools and academies. However, an anomaly was noted in that Norfolk does not charge any schools for appeals apart from academies, for which the arrangements may need to be reviewed.

If Norfolk wanted to fund all admissions appeals centrally from DSG this would need to be agreed with Schools Forum as a top-slice from the Central School Services Block budget, and, as stated above Schools Forum would need to approve movement of funds from the Schools Block to Central School Services Block if the LA considers that there is insufficient funding in the existing Central School Services Block to fund admissions appeals. A disapplication request to the Secretary of State to move funding from the Schools Block to the Central School Services Block would also be required if total transfers out of Schools Block exceeded 0.5% including any transfers agreed by Schools Forum to the High Needs Block.

1. **Conclusions**

The admissions policy has not been reviewed since 2012 and needs to consider in the present Norfolk Landscape, this will need to be reviewed in light of legislative changes which are temporary due to COVID

The working group agreed that all paperwork and communication with parents should be reviewed and the Admissions Manager will undertake this prior to the decisions made on the transfer of schools for September 2021 entry.

At the next formal training for Panel members, this needs to include experiences from schools on what life is like when over-capacity. The Admissions Manager to organise the possibility of a Headteacher from a Secondary school attending the training.

Pupil place planning with changes in population and demand need to be considered in understanding the process and highlighting future pressure which may require improved guidance and communication.

The funding of admissions appeals will be reviewed based on an improved understanding of the funding options available and how other local authorities fund these arrangements, once the impacts of improved collaboration and new ways of working are evaluated.

A breakdown of the number of cases heard in 2019/20, and their outcomes, as well as the information received from other LA’s, is provided in tables on the next pages.

**This paper is for information only. The Admissions Appeals group will make recommendations to Schools Forum after further review has been carried out.**

**Appeals Heard 2019/20 School Year**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   |   | **APPEAL TYPE** | **APPEAL OUTCOME** | **SCHOOL TYPE** |
|   |   |  |  |  |  |  |  |  |  |  |  | **PRIMARY SECONDARY** |
| **YEAR** | **Lodged** | **Standard** | **ICS** | **FA** | **TTJ** | **TTH** | **3.12** | **Withdrawn** | **Settled** | **Allowed** | **Disallowed** | **COM** | **VC** | **VA** | **Free** | **Foun** | **Acad** | **Foun** | **Acad** |
| Y R Starters | 91 |   |   | 91 |   |   |   | 17 | 38 | 1 | 35 | 36 | 9 | 14 | 1 | 4 | 27 |   |   |
| Yr R | 3 |   | 3 |   |   |   |   | 1 | 2 |   |   | 3 |   |   |   |   |   |   |   |
| Yr 1 | 7 | 1 | 6 |   |   |   |   | 3 | 2 |   | 2 | 4 | 1 |   |   |   | 2 |   |   |
| Yr 2 | 10 | 2 | 8 |   |   |   |   | 2 | 2 |   | 6 | 2 | 2 | 2 |   |   | 4 |   |   |
| Yr 3 | 22 | 16 |   |   | 6 |   |   | 2 | 10 | 3 | 7 | 12 |   | 1 | 1 |   | 8 |   |   |
| Yr 4 | 14 | 14 |   |   |   |   |   | 3 | 5 | 2 | 4 | 9 | 2 |   |   |   | 3 |   |   |
| Yr 5 | 19 | 19 |   |   |   |   |   | 3 | 4 | 2 | 10 | 7 | 2 | 1 | 4 |   | 5 |   |   |
| Yr 6 | 12 | 10 |   |   |   |   | 2 | 1 | 2 | 1 | 8 | 3 | 4 | 1 | 1 |   | 3 |   |   |
| Y 7 TTH | 264 |   |   |   |   | 264 |   | 22 | 25 | 43 | 174 |   |   |   |   |   |   | 14 | 250 |
| Yr 7 | 21 | 19 |   |   |   |   | 2 |   | 4 | 5 | 12 |   |   |   |   |   |   |   | 21 |
| Yr 8 | 22 | 22 |   |   |   |   |   | 2 | 7 | 9 | 4 |   |   |   |   |   |   |   | 22 |
| Yr 9 | 12 | 10 |   |   |   |   | 2 | 2 | 2 | 3 | 5 |   |   |   |   |   |   |   | 12 |
| Yr 10 | 6 | 3 |   |   |   |   | 3 | 1 | 1 | 2 | 2 |   |   |   |   |   |   |   | 6 |
| Yr 11 | 3 | 2 |   |   |   |   | 1 | 1 | 2 |   |   |   |   |   |   |   |   |   | 3 |
| Yr 12 | 2 | 2 |   |   |   |   |   |   | 1 | 1 |   |   |   |   |   |   |   |   | 2 |
|   | 508 | 120 | 17 | 91 | 6 | 264 | 10 | 60 | 107 | 72 | 269 | 75 | 20 | 19 | 7 | 4 | 52 | 14 | 316 |



SCHOOLS FORUM YEAR PLAN 2020-21

Item No 7

D – Discussion A – Agree D&A– Discussion and Agree Info – for information only

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|   | Autumn Term |  |  | Spring Term |  |  | Summer Term |  |
| **30/09/20**(Wed)09:00 – 12:30 | **September**Dedicated Schools Grant1. Early Years Block Funding
2. High Needs Block Recovery Plan
3. Schools Block Fair Funding Consultation
4. Amalgamation Protection - Disapplication

Updates on Scheme for Financing Schools (Financial Regulations) | **D&A****D** | **13/01/21**(Wed)Rescheduled to **26/01/21** (Tues)09:00 – 12:30 | **January**Election of Chair/Vice ChairReview MembershipProposed Schools Budget 2021-22, including DSG Recovery Plan updateAdmissions Appeals | **A****Info****Info &****A****Info &****D** | **14/5/21**(Fri)09:00 – 12:30 | **May**Dedicated Schools Grant 2019/20 OutturnUpdate on DSG Recovery Plan*Circulated Update*: Annual Audit Report (Norfolk Audit Service) | **A****Info****Info** |
| **13/11/20**(Fri)09:00 – 12.30 | **November**Dedicated Schools Grant1. Early Years Block Funding (consultation outcome)
2. Central Services De-delegation
3. Schools Block Funding including Fair Funding Consultation, Schools Block Transfer & DSG Recovery Plan

Admissions Appeals Task and Finish Group | **D&A****Info** | **12/03/21**(Fri)09:00 – 12:30 | **March**Agree next year’s planDSG ‘Deep-dive’: High Needs Element 3 fundingFinal Pupil Variation 2021-22Update from the CAMHS Alliance Group | **A****D****Info****D** | **09/07/21**(Fri)09:00 – 12:30 | **July**Discuss proposals to include in Fair Funding consultation documentUpdate on Review of Special Schools*Circulated Update*: CERF Report | **D****D****Info** |

1. Includes Element 3 funding [↑](#footnote-ref-1)
2. Section 19 placements and support were not historically identified separately [↑](#footnote-ref-2)
3. Section 19 pupils are not placements as such, but are pupils that the LA has a statutory duty to support whilst they are either on the waiting list for Short Stay School, CME, or awaiting specialist placement [↑](#footnote-ref-3)