



## **Dudley Schools Forum**

**Tuesday 24<sup>th</sup> February, 2015 at 6.00pm  
at Saltwells Education Development Centre,  
Bowling Green Road, Netherton, Dudley**

### **Agenda - Public Session (Meeting open to the public and press)**

1. Introductions by the Chair
2. Apologies for absence.
3. To report the appointment of any substitutes for this meeting of the Forum.
4. To approve as a correct record and sign the minutes of the meeting of the Forum held on 27<sup>th</sup> January, 2015 (attached).
5. Any other matters arising from the Minutes of the meeting of the Forum held on 27<sup>th</sup> January, 2015 not included on the agenda for this meeting.
6. Dudley Grid for Learning (DGfL) Programme (Pages 1 - 4)
7. Education Funding for Disadvantaged Two Year Olds – Sufficiency and Take Up Data (Pages 5 - 13)
8. Special Educational Needs and Disability (SEND) Implementation Funding (Pages 14 - 27)
9. Universal Infant Free School Meals (Pages 28 - 32)
10. Dedicated Schools Grant Planning Process 2015/16 – Update (Pages 33 - 46)
11. Dates of Future Meetings

24<sup>th</sup> March, 2015

Saltwells Education Development Centre,  
Bowling Green Road, Netherton, DY2 9LY.

2<sup>nd</sup> June, 2015

Saltwells Education Development Centre,  
Bowling Green Road, Netherton, DY2 9LY.

7<sup>th</sup> July, 2015

Saltwells Education Development Centre,  
Bowling Green Road, Netherton, DY2 9LY.



**Strategic Director (Resources and Transformation)**

**Dated 12<sup>th</sup> February, 2015**

**Distribution:**

**Members of Dudley Schools Forum**

Mr Bate; Mrs Belcher; Mr Conway; Mr Derham; Mrs Garratt; Mrs Hannaway; Mrs N Jones; Mr Kelleher; Mr Kilbride; Mrs Kings; Mr Moody; Mr Nesbitt; Mr Oakley; Mr Patterson; Mr Ridley; Ms Rogers; Mrs Ruffles; Mr Shaw; Mrs Stowe; Mr Ward; Mrs Withers; Mrs Wylie

**Non-Voting Attendees**

Councillor T Crumpton - Cabinet Member for Integrated Children's Services;  
Councillor M Mottram - Chair of the Children's Services Scrutiny Committee;  
P Sharratt – Interim Director of Children's Services;  
H Powell/T Brittain – Acting Assistant Director of Children's Services;  
I McGuff – Assistant Director of Children's Services;  
K Cocker – Children's Services Finance Manager, Directorate of Corporate Resources;  
S Coates – Principal Accountant, Directorate of Corporate Resources.

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- The Democratic Services contact officer for this meeting is Helen Shepherd, Telephone 01384 815271 or E-mail [helen.shepherd@dudley.gov.uk](mailto:helen.shepherd@dudley.gov.uk)

## MINUTES OF DUDLEY SCHOOLS FORUM

Tuesday, 27<sup>th</sup> January, 2015 at 6.00 pm  
at Saltwells Education Development Centre,  
Bowling Green Road, Netherton, Dudley

### PRESENT:-

Mr L Ridney - Chair

Mr K Bate, Mrs J Belcher, Mr J Conway, Mr C Derham, Mrs S Hannaway, Mrs N Jones, Mrs J King, Mr M Moody, Ms P Rogers, Mrs H Ruffles, Mrs M Stowe, Mr D Ward and Mrs G Withers.

Person(s) not a member of the Forum but having an entitlement to attend meetings and speak

Mrs P Sharratt – Interim Director of Children’s Services

### Officers

Mr H Powell (Acting Assistant Director of Children’s Services - Education Services); Mrs K Cocker (Children’s Services Finance Manager), Mrs S Coates (Senior Principal Accountant) and Miss H Shepherd (Democratic Services Officer), Directorate of Resources and Transformation.

#### 64 Introductions by the Chair

The Chair welcomed everyone to the meeting, in particular welcoming Mr Moody to his first meeting as a Forum member.

#### 65 Apologies for Absence

Apologies for absence from the meeting were submitted on behalf of Mrs A Garratt, Mr J Kelleher, Mr P Kilbride, Mr B Patterson, Mr P Nesbitt, Mr B Oakley, Mr N Shaw, Mrs R Wylie and Councillor T Crumpton.

#### 66 Appointment of a Substitute

It was noted that Mrs L Jeynes-Bate had been appointed to serve in place of Mr P Nesbitt for this meeting of the Forum only.

67 Minutes

Resolved

That the minutes of the meeting of the Schools Forum held on 16<sup>th</sup> December, 2014, as circulated at the meeting, be approved as a correct record and signed.

68 Matters Arising from the Minutes

In relation to minute no. 57, the Unions and Professional Associations representative reiterated the comments made at the previous meeting in relation to the reduction of facility arrangements for Trade Unions and further stated that there was a threat that the level of support currently provided could not be maintained.

The Chair acknowledged that discussions in relation to this issue were still on-going.

69 Schools Reserves and Dedicated Schools Grant (DSG) Assurance Testing

A report of the Interim Director of Children's Services was submitted on the DfE annual assurance testing in relation to the deployment of the Dedicated Schools Grant (DSG) and Schools surplus balances.

In presenting the report, the Children's Services Finance Manager stated that it was not anticipated that Dudley would be in breach of the DfE assurance testing criteria for the 2013/14 financial outturn, however there were potential areas of concern within the 2014/15 financial year.

In referring to appendix A of the report submitted, additional information was circulated to members at the meeting that had been obtained from the relevant Schools, at the request of the Head Teachers Consultative Forum (HTCF) – Budget Working Group, addressing the reasons for the surplus balances. Reasons for the surplus balances held at 31<sup>st</sup> March 2014 included contingency funds for potential equal pay claims and capital projects which were either ongoing or had been completed during the current financial year.

Arising from questions raised by a Primary School Head Teacher and the Chair in relation to on-going capital projects, the Children's Services Finance Manager agreed to ascertain as to whether part-payments could be made for capital works that were currently in progress or that payment for completed projects was paid before March 2015, to reduce some of the schools surplus balances.

Resolved

- (i) That the report submitted on the outcome of the 2013/14 DSG assurance testing and the likelihood of the 2014/15 testing result being adverse in relation to the deployment of the Dedicated Schools Grant and Schools surplus balances, be noted.
- (ii) That a further position update report be submitted to the Forum in the Summer.

70 Dedicated Schools Grant Budget Process 2015/16

A report of the Interim Director of Children's Services was submitted to provide an update on the 2015/16 Dedicated Schools Grant (DSG) budget process.

The Children's Services Finance Manager presented the report in detail, referring members to paragraphs of specific importance and stated that further reports on the central expenditure budget allocation for schools would be submitted to the Forum in February and March 2015 for approval.

Reference was made to the Planned Place Return element of the process and the Children's Services Finance Manager confirmed that the Education Funding Agency's (EFA) approach had differed for the 2015/16 academic year to previous years in that they only invited exceptional cases for additional high needs place funding.

In referring to Table 1 of the report submitted outlining Dudley's exceptional planned place return for September 2015, the Children's Services Finance Manager confirmed that the EFA had accepted only one of the requested place changes which was the request to increase places at Pens Meadow Special School from 63 to 103. It was further stated that although there was no formal appeal process in relation to the high needs exceptional cases, the Local Authority could submit continued concerns to the EFA by 27<sup>th</sup> February, 2015 for consideration, which in this instance Dudley planned to do.

A copy of Dudley's Local Authority Funding Reform Proforma, submitted to the EFA on 20<sup>th</sup> January, 2015 was circulated to members at the meeting.

Following the detailed presentation of the Funding Reform Proforma and in response to a question raised by an Academy representative, the Senior Principal Accountant confirmed that benchmarking information with other Authorities would be available in three or four months time once all proforma's had been collated by the EFA, but from previous years comparisons Dudley's amount paid for basic pupil entitlement was the highest compared to north regional and statistical neighbouring authorities whilst the deprivation allocation was the lowest. Therefore it was agreed last year, following consultation, that deprivation allocations would be increased.

The Senior Principal Accountant also confirmed that School budgets would be circulated shortly outlining the full breakdown of allocations.

Arising from a question raised in relation to the proposed 66% increase payable for Copy Right Licensing, the Children's Services Finance Manager stated that no further information had been provided by the EFA in relation to this matter and therefore was unable to provide clarification of the reasons for the increase.

Resolved

- (i) That the information contained in the report submitted, be noted.
- (ii) That the Local Authority's Funding Reform proforma submitted to the Education Funding Agency on 20<sup>th</sup> January, 2015, as circulated at the meeting, be endorsed.
- (iii) That further Dedicated School Grant update reports be submitted to Schools Forum in February and March 2015, incorporating the central expenditure budget allocations for Schools Forum approval.

#### 71 Schools with Licensed Deficits Monitoring Update

The Senior Principal Accountant gave a verbal update on the latest financial monitoring position for the Coseley School.

She referred to the information provided at the last meeting in that the School had projected an overspend of £42,000 in addition to its licensed deficit of £283,480. As at the 31<sup>st</sup> December, 2014 the school had confirmed that they would end the financial year with a balanced budget.

It was further stated that work had commenced with the School on its expenditure budget for 2015/16.

Resolved

That the verbal update provided on the latest financial monitoring position for the Coseley School, be noted.

72 School and Early Years Finance (England) Regulations 2014

A report of the Interim Director of Children's Services was submitted on the latest amendments to the School Finance Regulations as advised by Central Government.

In presenting the report the Senior Principal Accountant made particular reference to the four key points referred to in paragraph 6 of the report submitted.

Resolved

- (i) That the latest amendments to the School Finance Regulations 2014, be noted.
- (ii) That the actions put in place by the Local Authority as required by the amended Regulations, as summarised in Appendix A to the report submitted, be noted.

73 Schools Forum Constitution

A report of the Interim Director of Children's Services was submitted on the revised Schools Forum Constitution effective from 12<sup>th</sup> January, 2015.

The Children's Services Finance Manager advised that during the formalisation of the constitution through Dudley's democratic process, Legal Services had advised on two further changes in relation to paragraphs 43 and 55 of the document.

Resolved

That the revised Schools Forum Constitution, as attached as Appendix A to the report submitted, effective by the statutory deadline of 12<sup>th</sup> January, 2015, be noted and endorsed.

74 Matters Arising November 2014

- (a) Funding for disadvantaged Two Year Olds – Sufficiency and Take-up data

The Interim Director of Children's Services gave a verbal update on Dudley's position in relation to the 'Time for Twos' initiative.

She stated that as at September 2014 Dudley's take-up had reached 33%, which was below the national average take-up of 55%. She confirmed that neighbouring authorities had achieved a higher take-up of the initiative, with Warwickshire exceeding the national average.

It was further stated that due to the low take-up in Dudley, this had prompted the DfE to visit and make suggestions to encourage take-up within the borough; a number of which had been put into action and a slight increase to 39% had been reached. It was stated that a number of eligible applications had been received during January 2015, but parents had not taken up on their places, which had seen the take-up percentage drop to 30%.

It was considered that there was currently sufficient provision in the borough to accommodate all eligible children but that these places were not always in the right areas.

Following the verbal presentation, the Early Years Provider representative stated that some providers did not have the capacity or places to offer eligible children and were currently turning people away.

In responding, the Interim Director of Children's Services confirmed that there were pockets within the borough that had reached their capacity and that local schools were also being approached and encouraged to take on the initiative.

Concerns were also raised in relation to providers expanding their capacity to accommodate additional children and the sustainability of the provision, as it was considered to be a potentially volatile sector.

The Interim Director of Children's Services reiterated that work was actively taking place to encourage parents to take-up the initiative and confirmed that a further update would be provided to a future meeting of the Forum.

(b) Family Support Workers in Early Years settings

The Acting Assistant Director of Children's Services (Education Services) gave a verbal update in relation to Schools Forum request for a further report on Family Support Workers and the provisions and services that they provided.



He stated that two Children's Centre Strategic Managers had attended the HTCF-Budget Working Group meeting on 21<sup>st</sup> January, 2015 to discuss member's issues and concerns. Particular concerns were made in relation to the impact the service had on families that were relatively new to the Country and discussions were had in relation to the top slicing of funding allocated to Family Support Workers and if it would be considered beneficial for the full amount of the 'Times for Two' funding to be allocated to providers due to the poor take up of the scheme.

Resolved

- (i) That the verbal information presented in relation to funding for disadvantage two year olds and family support workers in Early Years settings, be noted.
- (ii) That further updates be provided to a future meeting of the Forum.

74 Dates of Future Meetings

Resolved

That the dates of future meetings be noted.

The meeting ended at 7.10pm

CHAIR

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**Schools Forum 24<sup>th</sup> February 2015**

**Report of the Interim Director of Children's Services**

**Dudley Grid for Learning (DGfL) Programme**

**Purpose of Report**

1. To provide Schools Forum with information in respect of the Dudley Grid for Learning programme.

**Discussed at HTCF – BWG**

2. Yes – 11<sup>th</sup> February 2015.

**Discussed at DGfL Steering Board**

3. Yes – 5<sup>th</sup> February 2015.

**Schools Forum Role and Responsibilities**

4. From 1 April 2006, the Schools Budget has been funded by a direct Department for Education (DfE) grant: the Dedicated School Grant (DSG).
5. The Forum is the 'guardian' of the local Schools Budget, and its distribution among schools and other bodies, and therefore must be closely involved throughout the development process.
6. Dudley schools use their delegated schools budget, which is funded by the Dedicated Schools Grant, to make their annual contributions to fund the Dudley Grid for Learning programme.

**Actions for Schools Forum**

7. To note the Directorate's core offer in respect of the remaining five years of the Dudley Grid for Learning programme, which commences on 1<sup>st</sup> February 2016.
8. The DGfL Steering Board supported the financial framework and the core offer per pupil rates presented at the meeting on 5<sup>th</sup> February 2015.

**Attachments to Report**

9. None

Ian Curnow/Karen Cocker  
Divisional Lead - Commissioning & Procurement/ Children's Services Finance  
Manager  
6<sup>th</sup> February 2015

**Schools Forum 24<sup>th</sup> February 2015**

**Report of the Interim Director of Children's Services**

**Dudley Grid for Learning (DGfL) Programme**

**Purpose of Report**

1. To provide Schools Forum with information in respect of the Dudley Grid for Learning programme.

**Background**

2. Building on the success of DGfL 1 and 2, the 10 year Dudley Grid for Learning 3 (DGfL3) contract commenced on February 1<sup>st</sup> 2011. The DGfL programme has since inception been funded by a contribution from schools' budgets together with the grant funding made available by the Department for Communities and Local Government in respect of private finance initiative schemes. 106 Dudley schools chose to take up the DGfL3 offer at the point of renewal.
3. Shortly before the commencement of DGfL3 in February 2011, the Department for Communities and Local Government chose to end the PFI subsidy and annualise the grant in respect of DGfL. This decision was unsuccessfully challenged through judicial review. Although a final settlement payment was received from central government, this left the programme as defined in deficit by the end of 2021. In order to not destabilise the DGfL3 contract and programme at such a late stage, the local authority at this point was able to support the ongoing delivery of the programme to the point of the 2016 five year break clause by making good this funding shortfall but the funding in respect of the second five years of the contract was subject to future discussions with Dudley schools.
4. Schools Forum was fully appraised of the central government funding reduction and consequences of the DGfL3 programme during the 2011/12 financial year meeting cycle.

**1<sup>st</sup> February 2016 Onwards**

5. Feedback from schools has made clear a wish to update the DGfL3 offer. As a result the second five years of the contract have been remodelled to provide a core with modular options rather than 'one size fits all'. Schools will therefore have far greater control over the elements of the service they wish to purchase.
6. Alongside full consultation with all schools, the DGfL Head Teacher Steering Board has worked with the DGfL Client Team and RM PLC (DGfL3 delivery partner) to agree a core and options model that provides choice and value for money. As a result of the new modularity and the reduction in subsidy level, the

per pupil unit rates payable by Dudley schools for the core DGfL3 service are detailed in Table 1. This compares with the current per pupil rates which are detailed in Table 2.

7. The DGfL Client Team and RM PLC are in the process of compiling a catalogue of options for schools to purchase as additional items to supplement the core service. It is intended that this catalogue is issued to schools before 31<sup>st</sup> March 2015. DGfL will schedule a meeting with each school in order to discuss the options. Schools will be required to advise the local authority of their intentions in respect of the core and additional services by the 31<sup>st</sup> July 2015.
8. For 2015/16 budget setting, as the revised offer commences on 1<sup>st</sup> February 2016 schools will be advised to set a DGfL budget for 2015/16 equivalent to 2014/15 as a very minimum unless they have good reason not to do so.
9. In respect of the core service per pupil rates detailed in Table 1, there remains a Local Authority subsidy arising from the residue of the central government grant of 34% per pupil.

**Table 1 – Dudley Grid for Learning Core Service Per Pupil Rates from 1<sup>st</sup> February 2016 to 31<sup>st</sup> January 2021 for Dudley Schools**

Financial Year	Per Pupil Unit Rate after the subsidy	Comments
2015/16 from 1.2.16 – 31.3.16	£36.75	Cost of new core service year 1
2016/17	£36.75	Cost of new core service year 1
2017/18	£37.48	2% inflation included
2018/19	£38.23	2% inflation included
2019/20	£38.99	2% inflation included
2020/21 to 31.1.21	£39.77	2% inflation included

**Table 2 - Dudley Grid for Learning Per Pupil Rates from 1st February 2011 to 31st January 2016**

Sector	Per Pupil Unit Rate	Comments
Primary school	£57.60	Per pupil rate applicable for five years 2011 to 2016
Secondary school	£66.40	Per pupil rate applicable for five years 2011 to 2016
Special school	£65.60	Per pupil rate applicable for five years 2011 to 2016

## **Finance**

10. The funding of schools is prescribed by the Department for Education (DfE) through the School and Early Years Finance (England) Regulations 2014 which are effective from 12th January 2015 and relate to the 2015/16 financial year.
11. Schools Forums are regulated by the regulated by the Schools Forums (England) Regulations 2012 as amended by the 2013 and 2014 the School and

Early Years Finance (England) Regulations.

12. From 1<sup>st</sup> April 2006, the Schools Budget has been funded by a direct grant; Dedicated School Grant (DSG).

### **Law**

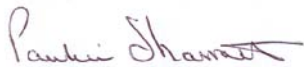
13. Councils' LMS Schemes are made under Section 48 of the School Standards and Framework Act 1998. The Education Acts 1996 and 2002 also have provisions relating to school funding.

### **Equality Impact**

14. The Council's Equal Opportunities Policy is taken into account when considering the allocation of resources.

### **Recommendation**

15. Schools Forum to note the Dudley Grid for Learning programme offer to Dudley schools from 1<sup>st</sup> February 2016 as supported by the DGfL Steering Board on 5<sup>th</sup> February 2015, and the core service per pupil unit rates payable by schools as detailed in Table 1 of the report.



Pauline Sharratt

**Interim Director of Children's Services**

Contact Officer: Karen Cocker, Children's Services Finance Manager

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**Schools Forum 24<sup>th</sup> February 2015**

**Report of the Interim Director of Children's Services**

**Education Funding for Disadvantaged Two Year Olds – Sufficiency and Take Up Data**

**Purpose of Report**

1. To provide Schools Forum with an update in respect of the sufficiency and take up of two year old places for early year's education.

**Budget Working Group Discussed**

2. Yes – 11<sup>th</sup> February 2015.

**Schools Forum Role and Responsibilities**

3. From 1st April 2006, the Schools Budget has been funded by a direct Department for Education (DfE) grant: the Dedicated School Grant (DSG).
4. Schools Forum is the 'guardian' of the local Schools Budget, and its distribution among schools and other bodies, and therefore must be closely involved throughout the development process.

**Action for Schools Forum**

5. To note the progress to date in respect of the DfE's disadvantaged two year olds early education initiative, with particular reference to the sufficiency and take up of places.
6. A further update to include the finalised data will be presented at the March Forum meeting.

**Attachments to Report**

7. Appendix A - DfE 2014/15 Section 251 benchmarking data in respect of the rates payable per two year old for regional neighbours.
8. Appendix B – DfE 2014/15 Section 251 benchmarking data in respect of the rates payable per two year old for statistical neighbours.

Donna Farnell/Laura Jones-Moore  
Childcare Strategy Manager/Principal Accountant  
6<sup>th</sup> February 2015

**Schools Forum 24<sup>th</sup> February 2015**

**Report of the Interim Director of Children's Services**

**Education Funding for Disadvantaged Two Year Olds – Sufficiency and Take Up Data**

**Purpose of Report**

1. To provide Schools Forum with an update in respect of the sufficiency and take up of two year old places for early year's education.

**Background**

2. The provision of Early Learning for two-year-olds became a statutory entitlement for targeted children in September 2013; Phase 1 introduced criteria aimed at Looked After Children, children with Special Educational Needs and Disabilities (SEND) and parents who were benefit recipients receiving income of less than £16,190. Phase 2 widened the criteria to include children who had left care through adoption or child arrangement orders and low income working families with earnings of less than £16,190.

**Financial Implications - Dedicated Schools Grant Funding to Dudley**

- 3 Funding for two-year-olds is allocated by the DfE through the Dedicated Schools Grant via the Early Years block. The DfE has provided Dudley with a unit rate of £4.89 per hour although this is not ring-fenced.
- 4 The DfE set reach targets for each local authority based on the number of families within the area who meet the criteria. Data is collated in January annually in arrears from the Early Years Census Returns, and more recently a voluntary return was invited by the DfE in October 2014. Dudley's funding for 2014/15 is summarised in Table 1.

**Participation Funding for Two Year Olds for 2015/16**

- 5 From January 2015, the data collected via the Early Years Census will be used by the DfE to identify levels of take up for two-year-olds and therefore the associated funding to be made available for two-year-old places to the local authority. This allocation of funding will be based on participating children and take up units of 15 hours; therefore overall funding will be reduced as discussed at the January 2015 Forum meeting. There will be a further voluntary Early Years Census collection in October 2015 so that adjustments can be made to the level of funding received by local authorities to support the on-going increase in take up of places.

- 6 Therefore from 2015/16 as the funding will no longer be based on the DfE target but on participation the funding received by Dudley will be lower. Table 2 details the national and local take up position at September 2014. In year funding contingencies may be required if the take up increases significantly.
- 7 DSG funding for 2015/16 will be confirmed in June 2015 and then adjusted in year following the mid year second data count

**Table 1 – Dudley’s Grant Allocation for Early Years Education Funding for Disadvantaged Two Year Olds – 2014/15**

	<b>Eligible Two Year Olds</b>	<b>Targeted Funding £</b>
Statutory Funding - April to August 2014	945	879,271
Funding for 40% Disadvantaged Children – September to March 2015	1,754	3,264,002
Trajectory Funding to build capacity		506,374
<b>Total</b>		<b>4,649,647</b>

**Table 2 – Early Years Education Eligible Two Year Old Data (as at September 2014)**

	<b>Eligible Two Year Olds Accessing Funding</b>	<b>% of Eligible Population</b>
Nationally	149,878	55.2%
Dudley	612	33.9%

**Financial Implications – Dudley’s Funding Paid to Providers**

- 8 Of the £4.89 per hour received from the DfE, it was agreed that the local authority would retain 39p of the allocation to ensure family support and early intervention remains central to the Dudley offer, as this has the most significant impact on sustainable outcomes for those children accessing two-year-old places or Time for Two’s (as the offer is known in Dudley); providers received £4.50 per hour.
- 9 In November, the DfE issued the 2014/15 annual Section 251 benchmarking data which provides comparable national data in respect of the rates payable per two year old. This is attached at Appendix A and B. Local neighbours are typically paying between £4.85 and £5.00 per hour.

**Dudley’s Forecast Financial Outturn 2014/15**

9. There is currently a projected underspend of £1.585m in respect of the two year old provision due to a shortfall in the take up. This is reflective of the national position, as demonstrated in Table 2. At the November Schools Forum meeting a forecast under-spend of £0.574m was reported which related to the Summer term 2014 take up. The actual Autumn term take up has increased the under-spend further. The Spring 2015 take up will be known by the end of February 2015. Any under-



spending in respect of the Dedicated Schools Grant can be carried forward for use in a future year.

### **Sufficiency of Two Year Old Places**

10. There are currently around 120 early education funded providers offering places for two year olds in Dudley. Only providers rated good or better by Ofsted are able to provide Time for Two places (86% of Dudley providers are rated Good – Outstanding; the national average is 80%). However, local authorities may use providers rated less than good if they have insufficient places in a locality; there are therefore a small number of closely monitored and intensively supported providers who are being used for a small number of children, where children were already accessing the provision prior to the providers most recent inspection where they may have received a 'requires improvement' Ofsted judgement.
11. Currently there are three new providers being supported by the Childcare Strategy Team to set up provision in those areas of the borough where sufficiency of two year old places is limited; these providers will deliver new two year old places and have access to both place revenue and capital funding. On average it can take between six and eight months for a new provider to register with Ofsted and open their service.
12. Each term the Childcare strategy team officers produce a Community Childcare Plan (CCP) which is an assessment of the sufficiency of places across a township locality based on child age groups and type of provision available and therefore identification of gaps; the next data collection exercise was undertaken during the week commencing 26<sup>th</sup> January. The CCP also includes information about local economic development and employment opportunities and housing development which can have significant impact on availability and sustainability of childcare provision across a given locality.
13. Childcare strategy team officers continually assess sufficiency of places, mapping provision to identify the areas of greatest need and childcare place gaps; they continue to explore opportunities with existing providers to deliver more flexible two year old places and facilitate and encourage development of new services. Officers also continue to seek out vacant premises that may be suitable for developing new childcare services across the borough, including the potential use of premises which are part of the Dudley corporate property portfolio.
14. At the same time, schools with maintained nurseries are being supported to explore options for taking children earlier as rising three's, (although the required 1 : 4 staff to child ratio is proving to be prohibitive) who would attract the two year old funding for one term and to identify potential opportunities to deliver their own childcare services for two – three year-olds. It is expected that from September 2015 schools will not be required to register any childcare provision for under three's, this provision will be inspected by Ofsted as part of the school inspection.

### **Marketing and Promotion**

15. Lists are received from Department for Work and Pensions (DWP) termly that identify those families in receipt of eligible 'out of work or in work benefits' which also indicate the number of eligible children. These parents are contacted three times

over the life of the list which is generally six weeks from receipt. The last DWP list contained 1,793 potential eligible children. We are advised that the next DWP list is due towards the end of February or early March 2015.

16. Since August 2014 Dudley has operated an online application system which is advertised on the Dudley MBC website and on all publicity and marketing material. To date we have received 1,261 applications; on receipt of an application all parents' details are run through the DWP Eligibility Checking Service (ECS) checker system to confirm their eligibility for a place. To date, 1,202 of these applications have been confirmed as eligible by DWP ECS checker which equates to 67% of target families eligible for a funded two year old place. The turnaround from initial application to confirmation of eligibility is less than one hour.
17. Posters, leaflets and promotional materials have been supplied to children's centres, private and voluntary childcare providers, schools, libraries, community centres and neighbourhood learning centres and to GP surgeries. Birthday cards are to be sent to all rising two's, the team takes up all opportunities to attend promotional events across the borough and have delivered information and briefing sessions to other local authority teams, job centre plus and job/work clubs, private and voluntary childcare providers and schools; this activity is ongoing and work continues.

### **Parent and Provider Surveys**

18. Parents who have not taken up a place when they have been informed that they are eligible are contacted and asked why they have not taken up the opportunity; some parents respond saying that they do not wish to take up a place as they feel their child is too young; or they already have a place lined up for their child in the following term; or that if their preferred provider does not have a place available at the time they want they do not wish to go elsewhere. We have some anecdotal evidence that parents are using lack of affordable childcare as one reason that they are unable to go back to work with local job centres.
19. Providers who are reluctant to offer funded two year old places report that the funding provided by the local authority is insufficient to meet their overheads; the higher staff: child ratio required is prohibitive to both private and voluntary providers and more so to schools, who will have higher salaries and on-costs. In addition, some providers report that parents may take up places initially but then decide their child is not settling or unhappy so will stop attending, this can be a real issue and effect business sustainability when providers have employed extra staff to maintain the appropriate staff/child ratio and are then left out of pocket.

### **Current Take Up of Provision and Issues with Data Collection**

#### **Spring Term 2015**

20. The take up of Time for Two's places cannot be accurately assessed until after the Early Years Census - head count on the 15<sup>th</sup> January; returns are received from providers giving their actual take up data for funded two, three and four year olds. Local authorities have up to 13<sup>th</sup> March 2015 to collect and return this data to the DfE, although the aim is to complete this by the end of February.

**Table 3 – Spring Term 2015 Data Collection- To Date**

Spring Term Applications approved so far*	Spring Term places taken up so far*	% of places taken up so far* (England take up Not/Known)
1,220	875	48.6%

*\*this is from advance early education funding returns received from 66 Private Voluntary and Independent providers, an additional 63 providers will submit their claim as part of the Early Years Census return.*

21. Ofsted data supplied to Family Information Services no longer includes a breakdown of the type of places available by age range i.e. 0-2; 2-3; 3-5 years for each childcare provider; the information only includes the overall number of child places available within the setting, and since 2012 providers are able to change the composition of the number and age group of places available in their provision to meet the changing demands of parents which can make accurate assessments of sufficiency of places for a particular age group challenging.
22. The Childcare Strategy team have commenced a data gathering exercise to confirm the actual number of available two year old places in Dudley. The places identified will include both targeted and universal two year old places.
23. The Early Years Census is the most accurate way of capturing the take up and sufficiency of two year old places for targeted and universal provision in Dudley. The Childcare strategy team are aiming to complete the exercise by the end of February 2015, in order that the findings and data will be reported to Schools Forum at the meeting scheduled for 24<sup>th</sup> March 2015.

### **Finance**

24. The funding of schools is prescribed by the Department for Education (DfE) through the School and Early Years Finance (England) Regulations 2014.
25. Schools Forums are regulated by the regulated by the Schools Forums (England) Regulations 2012 as amended by the 2013 and 2014 School and Early Years Finance (England) Regulations.
26. From 1<sup>st</sup> April 2006, the Schools Budget has been funded by a direct grant; Dedicated School Grant (DSG).

### **Law**

27. Councils' LMS Schemes are made under Section 48 of the School Standards and Framework Act 1998. The Education Acts 1996 and 2002 also have provisions relating to school funding.

## **Equality Impact**

28. The Council's Equal Opportunities Policy is taken into account when considering the allocation of resources.

## **Recommendation**

29. Schools Forum to note:

- a. the progress to date in respect of the DfE's early years education funding for disadvantaged two year olds initiative, with particular reference to the sufficiency and take up of places to date and associated funding position;
- b. that a report detailing the finalised data is to be presented at the March 2015 meeting.



**Pauline Sharratt**  
**Interim Director of Children's Services**

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**Section 251 2014/15 Benchmarking for Rates Payable for Two Year Olds**  
**– Regional Neighbours**

	Delegated budget allocated to providers per pupil			Delegated budget allocated to providers per hour		
	Private, Voluntary, Independent	Nursery Schools	Primary Nursery Places	Private, Voluntary, Independent	Nursery Schools	Primary Nursery Places
<b>Local Authority</b>						
England	£2,935	£3,016	£3,007	£5.15	£5.29	£5.28
England Median	£2,839	£2,884	£2,850	£4.98	£5.06	£5.00
England Minimum	£2,565	£2,112	£2,026	£4.50	£3.71	£3.55
England Maximum	£5,047	£12,880	£4,304	£8.86	£22.60	£7.55
<b>Dudley</b>	<b>£2,565</b>	-	<b>£2,565</b>	<b>£4.50</b>	-	<b>£4.50</b>
Birmingham	£2,787	£2,787	£2,787	£4.89	£4.89	£4.89
Coventry	£2,765	£2,765	-	£4.85	£4.85	-
Wolverhampton	-	-	-	-	-	-
Sandwell	£2,850	-	£2,850	£5.00	-	£5.00
Shropshire	£2,827	-	-	£4.96	-	-
Solihull	£2,850	-	-	£5.00	-	-
Staffordshire	£2,765	-	-	£4.85	-	-
Stoke-on-Trent	£2,765	-	-	£4.85	-	-
Telford and Wrekin	£2,765	£2,765	£2,765	£4.85	£4.85	£4.85
Walsall	£2,793	-	-	£4.90	-	-
Selection Median	£2,776	£2,765	£2,776	£4.87	£4.85	£4.87
Selection Minimum	£2,565	£2,765	£2,565	£4.50	£4.85	£4.50
Selection Maximum	£2,850	£2,787	£2,850	£5.00	£4.89	£5.00

**Section 251 2014/15 Benchmarking for Rates Payable for Two Year Olds –  
Statistical Neighbours**

	Delegated budget allocated to providers per pupil			Delegated budget allocated to providers per hour		
	Private, Voluntary, Independent	Nursery Schools	Primary Nursery Places	Private, Voluntary, Independent	Nursery Schools	Primary Nursery Places
<b>Local Authority</b>						
England	£2,935	£3,016	£3,007	£5.15	£5.29	£5.28
England Median	£2,839	£2,884	£2,850	£4.98	£5.06	£5.00
England Minimum	£2,565	£2,112	£2,026	£4.50	£3.71	£3.55
England Maximum	£5,047	£12,880	£4,304	£8.86	£22.60	£7.55
<b>Dudley</b>	<b>£2,565</b>	-	<b>£2,565</b>	<b>£4.50</b>	-	<b>£4.50</b>
Wigan	£2,822	£2,822	£2,822	£4.95	£4.95	£4.95
Doncaster	£2,765	-	-	£4.85	-	-
Nottinghamshire	£2,901	£2,901	-	£5.09	£5.09	-
Thurrock	£2,765	-	-	£4.85	-	-
Rotherham	£2,765	-	-	£4.85	-	-
Lancashire	£2,753	-	-	£4.83	-	-
Derbyshire	£2,765	-	-	£4.85	-	-
Telford and Wrekin	£2,765	£2,765	£2,765	£4.85	£4.85	£4.85
Stockton-on-Tees	£2,719	-	£2,719	£4.77	-	£4.77
Bolton	£2,765	-	-	£4.85	-	-
Selection Median	£2,765	£2,822	£2,742	£4.85	£4.95	£4.81
Selection Minimum	£2,565	£2,765	£2,565	£4.50	£4.85	£4.50
Selection Maximum	£2,901	£2,901	£2,822	£5.09	£5.09	£4.95

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**Schools Forum 24<sup>th</sup> February 2015**

**Report of the Interim Director of Children's Services**

**Special Educational Needs and Disability (SEND) Implementation Funding**

**Purpose of Report**

1. To present to Schools Forum an update in respect of the Special Educational Needs and Disability (SEND) Implementation and future DfE changes and to report on the latest financial funding profile.

**Budget Working Group Discussed**

2. Yes – 11<sup>th</sup> February 2015.

**Schools Forum Role and Responsibilities**

3. From 1st April 2006, the Schools Budget has been funded by a direct Department for Education (DfE) grant: the Dedicated School Grant (DSG).
4. Schools Forum is the 'guardian' of the local Schools Budget, and its distribution among schools and other bodies, and therefore must be closely involved throughout the development process.
5. The local authority is required to consult Schools Forum annually in respect of the financial issues relating to arrangements for pupils with Special Educational Needs (SEN), this is usually provided within the Dedicated Schools Grant planning budget. This is a further report as an update in respect of SEND developments.

**Action for Schools Forum**

6. To note the progress to date in respect of the SEND implementation and the latest financial funding profile.
7. To support Dudley's response to the DfE consultation in respect of longer term changes to funding for children and young people with special educational needs and disabilities (SEND).

**Attachments to Report**

8. Appendix A – Table 1 Financial Profile for SEND Implementation.
9. Appendix B - DfE Consultation SEND Longer-term changes and call for evidence.

Laura Jones-Moore/Huw Powel  
Principal Accountant/Acting Assistant Director for Education Services  
6<sup>th</sup> February 2015

**Schools Forum 24<sup>th</sup> February 2015**

**Report of the Interim Director of Children's Services**

**Special Educational Needs and Disability (SEND) Implementation Funding**

**Purpose of Report**

1. To present to Schools Forum an update in respect of the Special Educational Needs and Disability (SEND) Implementation and future DfE changes and to report on the latest financial funding profile.

**Background**

2. There have been and still remain a number of changes both nationally and locally impacting on the arrangements for pupils with Special Educational Needs and Disabilities.
3. The 2014 Children and Families Act introduced key changes for children with Special Educational Needs and their families. The changes from 1<sup>st</sup> September 2014 include:
  - Introduced a revised Code of Practice;
  - Places a requirement on health services and local authorities to jointly commission and plan services for children, young people and families;
  - Replaces Statements of Special Educational Needs with a single assessment process and an Education, Health and Care Plan and provides statutory protection comparable with those in Statements for young people who are in education or training up to the age of 25;
  - Obliges the Local Authority to publish a local offer;
  - Gives parents or young people the right to a personal budget for their support.
4. The Department for Education (DfE) provides non ring fenced grant funding to local authorities to provide support with the implementation of the SEND reforms via two funding streams.
5. The DfE announced the introduction of the SEN Reform Grant in December 2013, to assist in the implementation of the changes detailed in paragraph 3, indicating that £70m would be available nationally to support the agenda; Dudley's allocation for 2014/15 is £360,784.
6. An additional grant, the SEND New Burdens Grant, was introduced during 2014/15. The national funding is £45.2m for 2014/15 and it has recently been announced that £31.7m is available for 2015/16. The purpose of this grant is to provide support to local authorities towards additional expenditure incurred in



implementing the SEND reforms, including the transfer of children and young people from statements and young people in further education or training who had Learning Difficulty Assessments to Education, Health and Care Plans. This grant also supports the implementation of the key changes detailed in paragraph 3. The allocation for Dudley for 2014/15 is £259,415 and £175,346 has been confirmed for 2015/16.

### **Budget Implications**

7. The 2014/15 grant funding is profiled to support the implementation of the Reforms. The funding in Dudley will support:
  - The transition from Statements to Education, Health and Care Plans;
  - The Local Offer, which has and will require additional staff to support the process;
  - The facilitation of the Local Authority's involvement with voluntary and community groups;
  - Raising awareness with all stakeholders, including parents and training for a range of professionals;
  - The implementation of new software to support Education, Health and Care Plans.
  
10. The grant funding financial profile is attached at Appendix A, Table 1. The Table details proposed expenditure and the associated funding for the period 2014/15 to 2017/18.

### **Implementation Progress**

8. Dudley is in the first of three years of the transfer process to Education, Health and Care Plans (EHCPs). The Local Authority is providing additional funding to Dudley Special Schools to assist with the transfer review and to ensure that the Education, Health and Care Plans comply with the current guidance and legislation. The funding has been calculated based on £150 for each Severe Learning Difficulty (SLD) pupil and £120 for each Moderate Learning Difficulty (MLD) pupil. The allocation to each Special School is based on the current number of pupils on roll.
9. The Local Offer has been published on the website, this sets out relevant the information in respect of the provision available in the local area for children and young people to access, including those that do not have Education, Health and Care Plans.
10. A range of training has already taken place to cover all aspects of the transition.
11. The Tribal Information Technology software has been installed and is operational.

### **Next Steps**

12. The immediate priorities are to continue to communicate with all stakeholders and provide a strategy for joint working. This will also support the requirement to provide personal budgets.

13. A child or his/her parents can request a personal budget once the local authority has completed the assessment and confirmed that it will prepare an Education, Health and Care Plan. Children's Services are undertaking project work with Adult Services to review their personal budgets process, in order to develop and implement a working model for Children's Services.

### **Next Steps – SEND Funding – Longer-term changes and call for evidence**

14. In July 2014, the Minister for Schools David Laws, announced changes to the distribution of funding for mainstream schools within local authorities' Dedicated Schools Grant for next year to address some of the unfairness in the current allocations. The Minister acknowledged that there will not be a completely fair education funding system until the DfE also reform the distribution of funding for pupils with high cost SEND, and explained that this would be a priority for reform during the next Parliament.

15. The DfE issued a consultation document in November 2014, inviting interested parties to help with this work and to provide answers to some other questions about how SEN funding can be distributed more fairly. There are eighteen questions within two categories which cover:

- National to local level funding distribution
- Local to institution level funding distribution

16. The DfE require responses to the published questions by 27th February 2015. The questions will be presented to Headteachers Consultative Forum- Budget Working Group for comments at the February meeting and the final submission will be presented at the Forum meeting.

17. The DfE consultation document is attached at Appendix B.

### **Finance**

18. The funding of schools is prescribed by the Department for Education (DfE) through the School and Early Years Finance (England) Regulations 2014.

19. Schools Forums are regulated by the regulated by the Schools Forums (England) Regulations 2012 as amended by the 2013 and 2014 School and Early Years Finance (England) Regulations.

20. From 1<sup>st</sup> April 2006, the Schools Budget has been funded by a direct grant; Dedicated School Grant (DSG).

### **Law**

21. Councils' LMS Schemes are made under Section 48 of the School Standards and Framework Act 1998. The Education Acts 1996 and 2002 also have provisions relating to school funding.

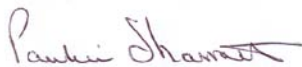
## **Equality Impact**

22. The Council's Equal Opportunities Policy is taken into account when considering the allocation of resources.

## **Recommendation**

23. For Schools Forum to note:

- the progress to date in respect of the Special Educational Needs and Disability implementation and the latest financial funding profile;
- The Local Authority submission in respect of the DfE's consultation for funding children and young people with Special Educational Needs and Disability.



**Pauline Sharratt**  
**Interim Director of Children's Services**

Contact Officer: Karen Cocker, Children's Services Finance Manager  
[Karen.cocker@dudley.gov.uk](mailto:Karen.cocker@dudley.gov.uk) Tel: 01384 815382

**Table 1 – Financial Profile of Dudley’s SEND Implementation Funding and Planned Expenditure**

	2014/15 £	2015/16 £	2016/17 £	2017/18 £	Total £	
<b><u>Expenditure</u></b>						
Staffing Costs	127,600	191,700	156,400	89,100	<b>564,800</b>	Temporary posts to support case work and building the local offer.
Training & Awareness	16,695	6,000	0	0	<b>22,695</b>	Training programme and website development
IT Software	92,750	0	0	0	<b>92,750</b>	Set up costs of Information Technology Tribal software
Other Agency and Transition Support	0	10,000	10,000	0	<b>20,000</b>	To support Health and other agencies with transitional support.
Special School Transitions	95,300	0	0	0	<b>95,300</b>	Funding to support transitions over the three year period.
<b>Total Expenditure</b>	<b>332,345</b>	<b>207,700</b>	<b>166,400</b>	<b>89,100</b>	<b>795,545</b>	
<b><u>Funding</u></b>						
SEN Reform Grant	360,784				360,784	No additional funding confirmed
SEND Burdens Grant	259,415	175,346			434,761	Funding confirmed for 2015/16
Total Funding	<b>620,199</b>	<b>175,346</b>			<b>795,545</b>	
<b>Balance carried forward</b>	<b>(287,854)</b>	<b>32,354</b>	<b>166,400</b>	<b>89,100</b>	<b>0</b>	



Department  
for Education

# **SEND funding: longer-term changes**

**Call for evidence**

**Launch date 13 November 2014**

**Respond by 27 February 2015**

# Longer term changes to funding for children and young people with special educational needs and disabilities (SEND) – Call for evidence

<b>To</b>	Local authorities; schools and colleges; any other interested organisations and individuals.
<b>Issued</b>	13 November 2014
<b>Enquiries to</b>	If your enquiry is related to the policy content of the consultation you can contact the Department on 0370 000 2288 or email: <a href="mailto:SEnfunding.CONULTATION@education.gsi.gov.uk">SEnfunding.CONULTATION@education.gsi.gov.uk</a>

## Contact details

If your enquiry is related to the DfE e-consultation website or the consultation process in general, you can contact the Ministerial and Public Communications Division by email: [consultation.unit@education.gsi.gov.uk](mailto:consultation.unit@education.gsi.gov.uk) or by telephone: 0370 000 2288 or via the GOV.UK '[Contact Us](#)' page.

## 1. Summary

1.1 We are inviting interested individuals and organisations to help us work out ways in which we can distribute special educational needs and disability (SEND) funding more fairly.

1.2 We have put together a pack of data about children and young people with SEND, and how they have been funded and are funded now. We are interested in any analysis of this data, and conclusions you may draw, that would contribute to this work.

1.3 We would also be interested in any local evidence that would inform the national debate.

## 2. About this call for evidence

2.1 In July, the Minister for Schools, David Laws, announced changes to the distribution of funding for mainstream schools within local authorities' dedicated schools grant for next year to address some of the unfairness in the current allocations. He acknowledged that we will not have a completely fair education funding system until we also reform the distribution of funding for pupils with high-cost SEND, and explained that this would be a priority for reform during the next parliament.

2.2 As well as making the funding fairer, any funding changes we introduce must support the reforms to the wider system of support for children and young people with SEN and disability that were contained in the Children and Families Act 2014 and are currently being implemented by local authorities, schools and colleges.

2.3 We have no specific funding changes in mind, although we are planning for a distribution that is more formulaic, and less based on past levels of allocation that have become outdated, and on local decisions on spending that have partly determined how much is allocated. To help us move to a better basis for distributing this element of local authority funding in future, we have commissioned some research, which is being undertaken by Isos Partnership.

2.4 They are reviewing the available literature and data, and will be conducting in depth fieldwork in 13 local authority areas: Bromley, Bury, Devon, East Riding of Yorkshire, Gateshead, Herefordshire, Lambeth, Leicestershire, Manchester, Newcastle, Somerset, Southend-on-Sea, and West Sussex. This research will focus on finding new and improved formula factors for distributing funds relating to SEND from national to local level and from local level to institutions.

2.5 We are now inviting other interested parties to help us with this work and to provide answers to some other questions about how we can distribute SEN funding more fairly.

### 3. What evidence we are looking for

3.1 As part of this call for a wider range of evidence we are publishing a pack of data about children and young people with SEND, by local authority, including data on attainment, funding and health. These data sets have already been published elsewhere, and some are included in the [local authority interactive tool \(LAIT\)](#) that we published in January 2014, and which is used for benchmarking and other purposes.

3.2 We will be working on these data sets over the next few months as part of our wider work on how we might make the distribution of SEND funding fairer. We are making the data available in this form so that others can look at the data that we think might be relevant to SEND funding policy, and can carry out analysis of the data if they wish. We would be interested in any reflections and conclusions they may draw from such analysis, and hope they will share these with us.

3.3 Early next year more data will become available – for example, from local authorities' expenditure outturn statements for 2013-14 – and we will update the data pack with this information.

3.4 We would also be interested in any local knowledge that would inform the national debate. In particular, we would be interested in finding out why the same pupils and students with SEND, or pupils and students with very similar needs, can be assessed very differently in different local authorities; and how this has made a difference to the allocation of funding. We would welcome responses from groups of two or more local authorities on how they would assess and allocate funding to secure appropriate provision for examples of children and young people with SEND. Such comparisons could use actual examples of children and young people with different types of SEND who have moved and been treated differently, or hypothetical examples. We have included, in a separate document, some profiles of children and young people with SEND that Isos Partnership is using in their fieldwork discussions with local authorities. These profiles could be used as a starting point for any comparisons, but detail would need to be added to make sure there was a common understanding of the examples.

3.5 We are also including below some questions that we are keen to have answers to. Those responding to this call for evidence may wish to provide specific answers to some or all of the questions, but can instead provide a general response, using the questions as prompts.

### 4. Questions

4.1 The distribution of revenue funding for SEND:  
Analysis of the published data may help suggest answers to some of these questions. In providing answers, please set out the supporting analysis as appropriate.



## National to local level funding distribution

Q1. In moving to a fairer distribution of funding for SEND, which proxy factors other than those already included in the School and Early Years Funding (England) Regulations (e.g. low prior attainment, children from families entitled to free school meals) offer the best way of distributing funds from the Education Funding Agency to local authorities, or would these factors be adequate at this level of distribution?

Q2. Apart from using a formula, is there anything else we could do to make the allocation of funding for SEND to local authorities fairer? For example, how far should we take into account the pattern of provision that has developed in the locality, and the cost of that?

Q3. Are there types of SEND that are best handled above the level of individual local authorities and, if so, how might that best be dealt with in the funding system? Should collaboration between local authorities be encouraged through the funding system?

## Local to institution level funding distribution

Q4. Are there other funding formula factors that could provide a good proxy for institutions' need to spend on children and young people with SEND? Are different factors appropriate for funding provision of support for those with high incidence low cost SEN and for funding provision of support for those with high level SEN? For each factor, are any perverse incentives associated with it?

Q5. It is less resource intensive to allocate funding on the basis of proxy measures or using pre-determined bands of funding, particularly if the necessary data collection mechanisms are already in place, but such allocation methods can fail to take sufficient account of individual circumstances and the cost of meeting pupils' and students' needs in the setting, particularly where the cost is comparatively high. How can the right balance best be achieved in allocating funding to institutions?

Q6. In what circumstances would it make sense for local authorities to be able to distribute some SEND funding to a level above that of individual institutions: for example to geographical clusters of schools, or to multi-academy trusts, leaving them with more discretion on the further allocation of those funds to individual institutions?

Q7. In distributing funding to institutions, which methodologies are most efficient and offer the best prospect of reducing bureaucracy, whilst at the same time make sure that money gets to the institutions that need it to support their pupils and students with SEND?

Q8. How are local authorities securing appropriate contributions from their social care budgets, and from local NHS budgets, and how should such contributions be taken into account in the distribution of education funding?

Q9. How will the way funding is allocated to institutions impact on local authorities' ability to offer personal budgets for SEND provision?

Q10. How are local authorities allocating funding to early years providers (schools as well as the private, voluntary and independent sector) for both low cost and high level SEND? Are authorities using the early years block of funding within the dedicated schools grant (DSG) or the high needs block? How are they calculating the funding required (e.g. are they using formula factors, or assessing the cost of support required on an individual basis, or taking a different approach)?

#### 4.2 Local authorities' approaches to capital investment:

The data we have published and research we have commissioned are primarily about revenue funding distribution, but we are interested in how we can improve the funding of specialist facilities for pupils and students with SEND, where there is demand for new places or expansion.

Q11. What are the different approaches that local authorities are taking towards capital investment to create specialist provision – in special schools, special units attached to mainstream schools, and similar types of provision in academies and colleges – and what are the drivers behind these?

Q12. What sources of capital funding do local authorities use to create specialist provision, and what factors affect this?

Q13. What factors drive local authorities' decisions to invest capital in additional specialist provision – as opposed to using revenue funding for placements in existing mainstream/specialist provision, or placements in another local authority or in the independent sector?

Q14. Do local authorities take into account the cost of transport for pupils and students with SEND when making decisions about capital investment, and compare this investment with the cost of residential provision out of the area?

Q15. What specific criteria do local authorities use in allocating capital funding for specialist provision?

Q16. What data do local authorities collect and hold on current capacity and forecast pupil numbers for different types of specialist provision?

Q17. Do local authorities pool capital funding to create shared specialist provision? If not, should this be considered and what are the barriers?

Q18. What approach should the Education Funding Agency take in allocating capital funds for specialist provision?

## 5. How to respond

5.1 We would be grateful for views of any kind, and in any format, on this topic in the period up to the end of February 2015. Please use the email address that we have set up for this purpose: [SENFunding.consultation@education.gsi.gov.uk](mailto:SENFunding.consultation@education.gsi.gov.uk).

5.2 Or send your response to:

SEN Funding Call for Evidence  
Department for Education,  
Infrastructure and Funding Directorate,  
Sanctuary Buildings (4th floor),  
Great Smith Street,  
Westminster,  
London,  
SW1P 3BT

5.3 We will make sure that responses are brought to the attention of the Isos Partnership research team so that they can be taken into account as they conduct their work. We will also be arranging some seminars in January 2015 for discussion of the data and analyses, and would like to know by the end of November of any individuals who would wish to contribute to those. Please use the email address above to let us know if you are interested in participating.

## 6. Deadline

6.1 The call for evidence closes on 27 February 2015.



Department  
for Education

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**Schools Forum 24<sup>th</sup> February 2015**

**Report of the Interim Director of Children's Services**

**Universal Infant Free School Meals**

**Purpose of Report**

1. To provide Schools Forum with updated information in respect of the Universal Infant Free School Meals (UIFSM) grants, both revenue and capital for 2014/15.

**Discussed at HTCF – BWG**

2. Yes -11<sup>th</sup> February 2015.

**Schools Forum Role and Responsibilities**

3. From 1 April 2006, the Schools Budget has been funded by a direct Department for Education (DfE) grant: the Dedicated School Grant (DSG).
4. The Schools Forum Regulations state that with regard to:
  - Financial issues relating to: arrangements for pupils with special educational needs;
  - Arrangements for use of pupil referral units and the education of children otherwise than at school;
  - Arrangements for early years provision;
  - Administration arrangements for the allocation of central government grants;

then the Local Authority must consult annually with Schools Forum in order that Forum can give a view and inform the governing bodies of all consultations.

**Actions for Schools Forum**

5. For Schools Forum to note the contents of the report.

**Attachments to Report**

6. None.

Sue Coates  
Senior Principal Accountant  
9<sup>th</sup> February 2015

**Schools Forum 24<sup>th</sup> February 2015**

**Report of the Interim Director of Children's Services**

**Universal Infant Free School Meals**

**Purpose of Report**

1. To provide Schools Forum with updated information in respect of the Universal Infant Free School Meals (UIFSM) grants, both revenue and capital, for 2014/15.

**Background**

2. The Government announced in the Spring 2014 that from September 2014, they would provide funding to enable schools to offer a free lunch to every primary school child in reception classes, year 1 and year 2. It is now a legal duty for primary schools to deliver this Government commitment.
3. In addition to making over £1billion in revenue funding available over the next two years, the Chancellor announced that the Government would be making capital funding of £150million available in 2014/15 to support schools in providing free school meals to all children in Reception, Year 1 and Year 2 from September 2014.
4. Information was provided to Schools Forum at the meeting on 16<sup>th</sup> December 2014 regarding the revenue and capital funding allocations to Dudley schools, for 2014/15 and along with detail of bids for additional capital funding made on behalf of two Dudley schools.
5. Further information is now available with regard to both revenue and capital funding and this is referred to in paragraphs 6 to 15 below.

**Revenue Funding**

6. The Government's revenue grant funding for the Universal Infants Free School Meal (UIFSM) is £2.30 per eligible pupil.
7. Initial 2014/15 academic year indicative revenue funding allocations have been received from Central Government and have been based on the total pupils in reception classes, years 1 and 2 at January 2014 census less pupils known to be eligible for free school meals in reception classes, year groups 1 and 2 at the meal rate of £2.30 by 190 days and then abated to 87% (the estimated average national take up).
8. Final allocations will be based on the average of pupils eligible for free school meals in reception classes, year groups 1 and year 2 at October 2014 and January 2015 census at a meal rate of £2.30 based on 190 meal days.

9. The School Census data is now available for the October 2014 School Census (reflecting take up range from 100% to 54%). The final January School Census data is expected to be available on or around 12<sup>th</sup> February 2015.
10. Children's Services Accountancy team will calculate the final revenue funding allocations for schools based an average of both the October 2014 and January 2015 School Census data by the end of February 2015. Revised allocations will be published on iDudley at that time and adjustments to funding already received by schools will be processed during March 2015.

### **Revenue Expenditure**

11. Dudley catering services provide catering for most maintained Dudley schools and had initially worked on a target take up of 75%. Evidence from the previous three months trading indicates that the take up of the universal infant free school meal is averaging at 82% with some schools recording a maximum of 100% and minimum take up of others 70%. However the funding will as outlined in paragraph 10.
12. Those Schools using Dudley catering services will be issued with their Autumn term trading statement in respect of this new requirement from February 2015. However, at this stage Catering Services remain confident that schools will see some headroom within the grant receivable of £2.30 per pupil; the amount will vary with the degree of take up.

### **Capital Funding for Universal Infant Free School Meals**

13. On 16th October 2014, Mr David Laws the Secretary of State for Schools issued a communication in respect of an additional bidding round for capital funding for Universal Infant Free School Meals. The £20million of capital funding available for new projects aimed at enhancing kitchen and dining facilities funding was to ensure that in all instances the meals being provided are of as high a quality as possible.
14. The DfE invited local authorities to submit prioritised bids for funding to support the delivery of UIFSM in particular schools, including voluntary aided schools by Thursday 20th November. Dudley submitted a funding bid for two schools that met the criteria Lutley Primary and Netherton C of E Primary School, the detail of the bid is summarised below:

School	Reason for submission of bid
Lutley Primary School	To create an extension enabling the creation of a new dining hall and internal reorganisation of accommodation and services to ensure the existing hall and new hall can be used simultaneously to deliver meals at this three form entry school. The school currently only has one hall and this hall is being used to deliver meals, the sports curriculum and assemblies. The rollout of the UIFSM initiative is therefore causing disruption

	and conflict with delivering the curriculum.
Netherton C of E Primary School	To install a new kitchen in the existing main school hall. Currently meals are being transported through a teaching area causing disruption of the school day. The dishwasher facilities can also only be accessed through internal steps through a teaching area or via external steps which poses as health and safety risk of transporting plates and equipment etc.

15. On the 20th January 2015 the DfE published the list of schools that were successful with their capital bid; for this bidding round Netherton C of E primary school was the only successful school. The DfE stated that the process was competitive and funding had been allocated to the projects which demonstrated a clear need for capital to achieve the policy aims, particularly to those schools which are currently unable to provide hot meals. In order that recipient schools are not compromised in their ability to achieve value for money in negotiations with suppliers, the DfE will not be publishing the funding amounts per school at this time however they have confirmed that amount requested has been granted in full. The grant amounts will be published in July 2015.

### **Finance**

16. The funding of schools is prescribed by the Department for Education (DfE) through the School and Early Years Finance (England) Regulations 2014.

17. Schools Forums are regulated by the regulated by the Schools Forums (England) Regulations 2012 as amended by the 2013 and 2014 the School and Early Years Finance (England) Regulations .

18. From 1<sup>st</sup> April 2006, the Schools Budget has been funded by a direct grant; Dedicated School Grant (DSG).

### **Law**

19. Councils' LMS Schemes are made under Section 48 of the School Standards and Framework Act 1998. The Education Acts 1996 and 2002 also have provisions relating to school funding.

### **Equality Impact**


20. The Council's Equal Opportunities Policy is taken into account when considering the allocation of resources.



## **Recommendation**

21. In respect of the Government's new initiative "Universal Infants Free School Meals" grant, Schools Forum to note:

- The latest information in respect of both revenue funding and expenditure for Dudley schools;
- The outcome of the recent capital bid submitted in respect of two Dudley maintained schools.



**Pauline Sharratt**  
**Interim Director of Children's Services**

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**Schools Forum 24<sup>th</sup> February 2015**

**Report of the Interim Director of Children's Services**

**Dedicated Schools Grant Planning Process 2015/16 - Update**

**Purpose of Report**

1. To provide Schools Forum with a further update in respect of the Dedicated Schools Grant budget planning process and to agree the Central Expenditure budgets for 2015/16.

**Discussed at HTCF – BWG**

2. Yes – 11<sup>th</sup> February 2015.

**Schools Forum Role and Responsibilities**

3. From 1 April 2006, the Schools Budget has been funded by a direct Department for Education (DfE) grant: the Dedicated School Grant (DSG).
4. The Forum is the 'guardian' of the local Schools Budget, and its distribution among schools and other bodies, and therefore must be closely involved throughout the development process.
5. Schools Forum Regulations 2012 state that Forum must decide on the Central Expenditure met from the Dedicated Schools Grant where:
  - i. The Local Authority proposes and Schools Forum decides for each budget line:
    - b. Growth fund (to meet requirements for basic need and infant class size regulations)
    - c. Falling rolls fund for surplus places in good or outstanding schools where a population bulge is expected in 2-3 year
    - d. Funding for significant pre-16 pupil growth
    - e. Equal pay back-pay
    - f. Places in independent schools for non-SEN pupils
    - g. Early years expenditure
  - ii. The Local Authority proposes up to the value committed in 2014/15 and Schools Forum decides for each budget line:
    - h. Admissions
    - i. servicing of schools forum
  - iii. The Local Authority proposes up to the value committed in 2014/15 and where expenditure has already been committed and Schools Forum decides for each budget line:
    - j. Capital expenditure funded from revenue
    - k. Contribution to combined budgets
    - l. Schools budget centrally funded termination of employment costs

- m. Schools budget funded prudential borrowing costs
- n. Special education needs transport costs

**Actions for Schools Forum**

- 6. For Schools Forum to note the updated information in respect of the DSG and to approve the Central Expenditure budgets proposed by the Interim Director of Children's Services for the 2015/16 financial year.

**Attachments to Report**

- 7. Contributions to combined budgets – update on services provided- Appendix A

Karen Cocker  
Children's Services Finance Manager  
10<sup>th</sup> February 2015

**Schools Forum 24<sup>th</sup> February 2015**

**Report of the Interim Director of Children's Services**

**Dedicated Schools Grant Planning Process 2015/16 - Update**

**Purpose of Report**

1. To provide Schools Forum with a further update in respect of the Dedicated Schools Grant (DSG) budget planning process and to agree the Central Expenditure budgets for 2015/16.

**Background Consultation**

2. At the January Schools Form meeting Members were advised that the DSG can only be used for the purposes of the Schools Budget as defined in the School and Early Years Finance Regulations.
3. The Schools Budget consists of delegated budgets allocated to individual schools, Pupil Referral Units (PRUs) and Early Years Provision in Private, Voluntary and Independent (PVIs) providers, a budget for other provision for pupils which local authorities fund centrally, which now includes the bulk of high needs provision, including post-school provision up to age 25, together with centrally retained expenditure in respect of special education needs and early years services.
4. The DfE present the DSG is in three un-ring fenced, funding blocks for the local authority:
  - Schools Block;
  - Early Years Block; and
  - High Needs Block
5. For 2015/16 a series of central expenditure controls remain a requirement for Schools Forum to approve. Authorities are free to move funding between the blocks provided that they comply with requirements of the Minimum Funding Guarantee (MFG) and central expenditure.
6. This report provides Forum with an update in respect of the DSG allocation for 2015/16 and seeks approval in respect of the proposed central expenditure budgets for 2015/16.

**DSG Budget Update for 2015/16**

7. Since the January report to Forum, there have been no further DSG funding updates from the DfE. Therefore Table 1 is presented for information purposes

however, Forum should note that the following adjustments are expected.

- i. Early Years Block will be amended in the Summer of 2015 and Spring 2016 for updated pupil count data.

**Table 1 -Dudley Provisional Dedicated Schools Grant 2015/16 at February 2015**

	<b>Pupil Data Oct 14 (i) and Jan 14 (ii)</b>	<b>Unit of Funding- per pupil</b>	<b>Schools Block  £m</b>	<b>Early Years Block  £m</b>	<b>High Needs Block  £m</b>
Total Funding Pupil Led (i)	42,947	£4,459.29	191.513		
Carbon Reduction Commitment tax – pupil led	42,947	-7.51	-0.323		
Newly Qualified Teachers			0.064		
3 & 4 year olds early education pupil led funding- lagged at January 2014 pupil data (ii)	2,902	£3,650.97		10.595	
Early Years Pupil Premium <i>provisional</i>	1,022	0.53 per hour		0.308	
2 year olds early education – Dudley estimate for January 2015	500	4.89 per hour		1.394	
2014/15 Baseline Funding carried forward					30.256
Planned Place return outcomes approved EFA 17 <sup>th</sup> December 2014 for Pensmeadow special school					0.267
High Needs Block national growth allocation					0.271
<b>Provisional 2015/16 DSG Budget</b>			<b>191.254</b>	<b>12.297</b>	<b>30.794</b>
<b>Total DSG 2015/16</b>			<b>£234.345m</b>		

8. A further update will be provided at the March meeting in preparation for the commencement of the 2015/16 financial year.

**Central Expenditure Budgets 2015/16 – Schools Forum Approval**

9. The Schools Forum Regulations state that Forum must approve items of central expenditure, as defined in Table 2 and 3 of this report. The full guidance is detailed on the first page of this report under Schools Forums Roles and Responsibilities.
10. For Table 2, Forum must approve each item of expenditure, however there is no restriction placed by the Regulations on the value of the budget.

**Table 2 – 2015/16 Central Expenditure Budgets For Schools Forum Approval – No Restrictions on Value**

Central spend on	Value for 2014/15	Value for 2015/16	Comments
Funding for significant pre-16 pupil growth	none	£500,000	Expenditure incurred due to a significant growth in pupil numbers as a result of the local authority's duty under section 13(1) of the 1996 Act to secure that efficient primary education and secondary education are available to meet the needs of the population in their area, and expenditure incurred in order to make provision for extra classes in order to comply with the School Admissions (Infant Class Sizes (England) Regulations 2012.  <i>The £500,000 allocation for 2015/16 will be funded from the DSG reserve. Schools Forum Approval in respect of the criteria was 21/10/2014. The pupil growth relates to the primary sector.</i>
Equal pay back-pay	none	none	Centrally retained provision for meeting the cost of equal pay settlements in schools.
Places in independent schools for non-SEN pupils (RBPI)	£107,900	£400,300	In making any grant or other payment in respect of fees or expenses (of whatever nature) which are payable in connection with the attendance of pupils at a school which is not maintained by any local authority.  <i>Relates to 13 non SEN pupils some with residential accommodation These placements relate to either looked after children (LAC) or children on the edge of care.</i>
Early years expenditure (RBRM, RBPS, RBRP)	1,141,700	£1,124,300	Early years centrally retained spending: from the early years proforma on children under 5.  <i>Early Years Contingency £75k; Early Years Budgets in respect of delegated service items £58k; Early Years Foundation Advice £472K, Early Years Pupil Premium and Free School Meals Entitlement co-ordination £68k; Teacher supporting Children Centres; £120k; £330k Family support for two year olds</i>
Carbon reduction commitment (RBTO)	£6,606	£6,700	From April 2014 the Department for Energy and Climate Change (DECC) has announced the decision to withdraw all state funded schools in England from CRC participation and thus has removed the budget from the LA control.  <i>Cost of the purchase of Carbon Reduction Commitment allowances in relation to PRUs.</i>

11. For Table 3, Forum must approve each item of expenditure detailed, there is a restriction placed up to the value committed in 2014/15 and where expenditure has already been committed.

**Table 3 – 2015/16 Central Expenditure Budgets For Schools Forum Approval – Restricted to Cash Limit of 2014/15 Expenditure**

Central spend on	Value for 2014/15	Value for 2015/16	Comments
Admissions	£330,459	£330,400	Expenditure incurred in connection with the Authority's functions under <a href="#">section 85A of the 1998 Act (as inserted by s46 2002 Act)</a> . <i>This includes the administration of the system of admissions of pupils to schools.</i>
Servicing of schools forum	£13,095	£13,095	Expenditure incurred in connection with the authority's functions of running the forum as defined under <a href="#">section 47A of the 1998 Act (addition under Section 43 of Education Act 2002)</a> (establishment and maintenance of, and consultation with, schools forums).
Capital expenditure funded from revenue	£66,000	£66,000	Expenditure commonly known as CERA (capital expenditure which an authority expects to charge to a revenue account of the authority within the meaning of section 22 of the Local Government Act 2003). <i>Relates to heavy duty kitchen replacement programme of equipment.</i>
Contribution to combined budgets	£333,000	£333,000	Expenditure under this heading should only reflect the contribution to a combined service approved by the schools forum ( <a href="#">paragraph 4 (c) of Schedule 2 to the School and Early Years Finance (England) Regulations 2013</a> ). <i>Astley Burf £10k; School Visits £31k; CRC reduction £65k; DART £42k; Anti bullying £23k; Place planning £33k; Safeguarding £64k; Information Governance £34k; Statistical work £31k. <b>See Appendix A for details</b></i>
Schools budget centrally funded termination of employment costs	£71,200	£71,200	Expenditure in respect of premature retirement costs, or for the purposes of securing the resignation of any person employed in a maintained school where there are consequential savings to the schools budget and such cost have been approved by the Schools Forum. <i>Prior year expenditure in respect of Dudley school closures.</i>
Schools budget funded prudential borrowing costs	none	none	Expenditure incurred in repayment of loans under <a href="#">paragraph 4(a) of Schedule 2 to the School and Early Years Finance (England) Regulations 2013</a> .

## De- Delegations 2015/16

12. Schools Forum approved the de-delegations for 2015/16 at the December 2014 meeting. These are now summarised in Table 4, for information.

13. An outturn report will be provided to Schools Forum in respect of the 2015/16 financial year at the June 2016 meeting.

**Table 4 – De-delegations Approved By Schools Forum in December 2014 – Relating to Maintained Primary and Secondary Schools**

De-delegation for mainstream schools for:	Value for 2015/16	Comments
Contingencies	£612,810	This “expenditure on the schools specific contingency” is central expenditure deducted for the purpose of ensuring that monies are available to enable increases in a school’s budget share after it has been allocated where it subsequently becomes apparent that a governing body have incurred expenditure which it would be unreasonable to expect them to meet from the school’s budget share
Staff costs - supply cover –Union Facilities time	£156,445	Expenditure in making payments to, or in providing a temporary replacement - taking part in trade union activities
Staff costs - supply cover – NQT	£285,393	Expenditure in making payments to, or in providing a temporary replacement
Support for minority ethnic pupils/underachieving groups	£248,028	Expenditure for the purposes of improving the performance of under-performing pupils from ethnic minority groups; and meeting the specific needs of bilingual pupils
Behaviour support services-LACES	£26,209	Cost of providing or purchasing specialist behaviour support services, both advisory and teaching
Library services	£218,387	Expenditure on services to primary schools provided by libraries.
Primary PRU Outreach Service	£232,279	Support to primary schools in respect of pupils with behavioural issues.
<b>Total De-Delegations</b>	<b>£1,779,551</b>	
Licences/subscriptions	209,418	Copyright Licensing Agency & Music Publishers Association. Expenditure on licence fees or subscriptions paid on behalf of schools.



## **Copy Right Licensing**

14. The Department has agreed that the following agencies will be included in a single national licence managed by the Department for all state-funded schools in England for 2015/16:

- Christian Copyright Licensing International (CCLI) (new for 2015 to 2016);
- Copyright Licensing Agency (CLA);
- Education Recording Agency (ERA);
- Filmbank Distributors Ltd. (for the PVSL);
- Mechanical Copyright Protection Society (MCPS) (new for 2015 to 2016);
- Motion Picture Licensing Company (MPLC);
- Newspaper Licensing Authority (NLA);
- Performing Rights Society (PRS) (new for 2015 to 2016);
- Phonographic Performance Limited (PPL) (new for 2015 to 2016); and
- Schools Printed Music Licence (SPML).

15. The DfE will pay the cost, including VAT, to the agencies and will provide this as a service to local authorities at a charge. These arrangements will cover recoupment Academies as well as maintained schools.

16. For Dudley the charge for 2014/15 was set at £123,000 and details for 2015/16 are yet to be announced.

## **Annual Consultation Process**

17. The Regulations also state that the Local Authority must consult with the Schools Forum annually in respect of the following in order that Schools Forum can give a view.

- Arrangements for pupils with special educational needs and in particular—
  - the places to be commissioned by the local authority in different schools and
  - other institutions, and the arrangements for paying top-up funding to schools and other institutions;
- Arrangements for use of pupil referral units and the education of children otherwise than at school and in particular—
  - the places to be commissioned by the authority and by schools in pupil referral units and other providers of alternative provision, and
  - the arrangements for paying top-up funding to pupil referral units and other providers of alternative provision;
- Arrangements for early years provision;
- Administration arrangements for the allocation of central government grants.

18. Further detailed information will be provided at the March 2015 meeting.

## **Finance**

19. The funding of schools is prescribed by the Department for Education (DfE) through the School and Early Years Finance (England) Regulations 2014 which are effective from 12th January 2015 and relate to the 2015/16 financial year.
20. Schools Forums are regulated by the regulated by the Schools Forums (England) Regulations 2012 as amended by the 2013 and 2014 the School and Early Years Finance (England) Regulations.
21. From 1<sup>st</sup> April 2006, the Schools Budget has been funded by a direct grant; Dedicated School Grant (DSG).

## **Law**


22. Councils' LMS Schemes are made under Section 48 of the School Standards and Framework Act 1998. The Education Acts 1996 and 2002 also have provisions relating to school funding.

## **Equality Impact**

23. The Council's Equal Opportunities Policy is taken into account when considering the allocation of resources.

## **Recommendation**

24. Schools Forum to :
  - To approve the central expenditure budgets for 2015/16, as detailed in Table 2;
  - To approve the central expenditure budgets for 2015/16, as detailed in Table 3;
  - To note the final de-delegations budgets for 2015/16, as detailed in Table 4.



Pauline Sharratt

**Interim Director of Children's Services**

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## **Contribution to a Combined Service Approved by the Schools Forum**

1. An outturn report is presented to the June Schools Forum meeting to report the expenditure for the financial year together with the service provision details.
2. However, for the purposes of approving this budget line for 2015/16 brief details of the combined services budgets are provided below.
3. **Astley Burf**  
The £10,300 contribution from the DSG enables the centre to offer the outdoor adventure experience to children who are eligible for free school meals at no charge, the centre has been able to remain financially viable.

4. **Staying Safe on School Trips**  
These funds provide the framework for the risk assessment of off-site educational visits for Dudley children and young people. The continuing costs to host the website, and the maintenance of the on-line system used for reporting and recording the visits are also supported from these funds, as well as employing an officer to support the system and offer support, advice and guidance. Since 1<sup>st</sup> April 2014 – 30<sup>th</sup> January 2015, a total number of 703,394 Dudley children have participated in a total of 4,069 Offsite visits with no reported incidents.

In a recent survey conducted on Educational Visit Coordinators and offsite users, the feedback was positive and users said that they valued the fact that the LA supported them in planning their trips and visits.

5. **School Safeguarding Trainer**  
The post holder continues to deliver training within schools on a wide range of Safeguarding Courses. The courses on offer now also include Teenage Relationship Abuse, Female Genital Mutilation and Recording Skills. The majority of the training is single -agency however there is also multi-agency training provided which includes Education Staff on a number of DSCB (Dudley Safeguarding Children's Board) Training Programmes.
6. **Schools Information Governance Officer (SIGO)**  
During 2014/15 the School's Information Governance Officer has further strengthened compliance with information governance legislation, developed a range of model policies, provided guidance on self assessment and supported an increasing number of schools with a number of complex issues. Customer satisfaction surveys have resulted in 93% of those responding, rating the overall service as good or excellent.

Demand for this support has increased as has the range and complexity of issues being considered including legislation changes. In addition to meeting the increased demand the following work streams have been identified;

- research to identify differences across schools in terms of retention of paper and electronic pupil records to ensure compliance with the Data Protection Act and
- support to schools on the audit of self assessment checklists

#### **7. Place Planning Support Officer**

The funding continues to support the place planning support officer post with much needed resilience within the team, providing critical support for this function. This involves improving and updating the pupil forecasting model on an annual basis which in turn links directly to the local authority mandatory DfE School Capacity Return and informs the Basic Need Capital Allocation. The post also enables the team to provide deprivation data and profiles for all schools.

#### **8. Pupil Census**

In 2014/2015 the funding has been used to pay for staff to support the School Census and School Workforce Census data collections. This has enabled more detailed work to be performed to investigate the eligibility and therefore maximise the Pupil Premium funding for schools, in particular working with the Free School Meals team to highlight where pupils had been authorised to receive a free school meal but not included as such on their School Census return meaning the school would have lost out on £1,300 per child if not included.

In 2015/2016 this work will be extended to include pupil data collection for the new Early Years Pupil Premium which is being introduced in April 2015. It has been estimated by Central Government that there are approximately 1,700 children eligible for the Early Years Pupil Premium. Therefore this will require a large amount of work to identify exactly which children these are and which nurseries they attend in order for the funding to be given appropriately.

#### **9. Carbon Reduction Commitment**

##### Progress Update

- We have been actively involved in 71 school settings during 2014/15 financial year with a further 7 to be approached after Easter.
- 65 schools have received a bespoke Assessment of Energy Saving Opportunities Report and Buildings and Estates Officers are working alongside schools to carry out “no cost” recommendations which could save over £300,000 per year at these schools.

- 64 schools have had an out of hours electrical load survey carried out. For information we are finding that only 36% of total electricity is consumed during the core teaching hours.
- 14 schools have had a heating survey carried out.

### Benefits

- At eleven settings where we have worked alongside schools that have automated half hour meter readings, total electricity consumption has reduced from 5,947,012 kw/h in 2013 to 5,621,372 kw/h in 2014, a reduction of 5.48% which if applied to the £1,500,000 spent on electricity per year at the 110 school settings would produce a saving in excess of £80k per annum.
- At four settings that we have yet to work alongside, that have implemented automated half hour meter readings, total electricity consumption has reduced from 1,592,289 kw/h in 2013 to 1,588,532 kw/h in 2014, a reduction of 0.24%.
- Dudley have secured a Salix loan for £250k to carry out efficient lighting upgrades at seven schools which will be paid back over an eight year period.

## **10. Anti-Bullying Work in Dudley Schools**

- The last report to Schools' Forum began: *"Bullying happens in every school and in every community and if effective initiatives are not in place, it creates a negative and dysfunctional environment."*

The importance of such work is regularly highlighted both in the press and in government guidance. National focus on bullying continues in the advice given by the Department for Education and in the framework for OFSTED inspections.

- Dudley Youth Council identified bullying in schools as the top issue in a ballot involving 8196 young people across the borough.
- The Anti-Bullying Co-ordinator continues to provide a lead on anti-bullying strategy, raising the profile of anti-bullying activity and action, supporting schools and other key partners to promote best practice and developing whole school approaches to anticipate and respond to bullying. With raised awareness come raised expectations from schools and partners, and as a consequence, our Anti-Bullying Co-ordinator is fully occupied responding to requests from schools, strategically planning future work and providing relevant training from Saltwells EDC and Himley Hall, in conjunction with one of our partners, Achievement for All 3As. All this is achieved in three days every week.

- In order to maximise the benefits to Dudley schools, the Anti-Bullying Co-ordinator continues to work with strategic regional and national partners. These include Achievement for All 3As, Spurgeons, Anti-Bullying Alliance, Beat Bullying, Bullying Intervention Group (BIG) Award, Ben Cohen StandUp Foundation, Staffordshire and Wolverhampton Councils and Youthworks Consulting Ltd. These partners continue to provide support and expertise in specific areas of anti-bullying work. In the last twelve months, at a local level, there have been several collaborative events for Dudley schools to access, which include running workshops at a Youth Service event in Council Chambers, the 7<sup>th</sup> Dudley Anti-Bullying Debate, E-Safety Strategy and Training, Drama Productions and Resilience & Assertiveness (RAP) training, SEND Anti-Bullying Training from Achievement for All 3As. Additionally, a Cyber Survey targeting all 10-16 year olds in the Borough in late March, highlighted a range of issues associated with bullying, prompting a successful bid for funding from the Ben Cohen StandUp Foundation.
- Achievement for All 3As, who fund some of the work we do, supporting personnel and resources for the programme, have written a positive evaluation of our Anti-Bullying Support Programme to Dudley Schools.
- The introduction of the Pledge Scheme has highlighted good practice as well as areas for improvement in participating schools. The framework has enabled schools to review their anti-bullying policies and self-evaluate a range of pro-active and reactive strategies. The process has provided opportunities for consultation with all teaching and non-teaching staff, parents/carers, governors and other key stakeholders and has raised awareness of the importance of anti-bullying work. Also, it has provided a vehicle for communicating clear, consistent messages and identified emerging trends. Where cluster groups are developing, there are greater opportunities to share ideas and develop consistent approaches through transition. Some examples of the impact include: head teachers sharing and discussing innovative strategies with senior leaders in other schools; analysis of data to inform training needs and highlighting of vulnerable groups, assisting individual schools as well as supporting the handling of bullying related complaints.
- Partnership working at local, regional and national level has enabled more capacity to address bullying issues as well as offer further opportunities for development and accreditation. Specialist help is more accessible as well as signposting to a wider support network. All for the benefit of Dudley schools.

## **11. Education Liaison**

The purpose of this information is to inform Schools Forum of the impact of the Education Liaison Officer role that is placed within the Dudley Safeguarding Children Board, Safeguarding and Review Service. The post works towards keeping those children who experience domestic abuse within their family safe and enables partners to work together to improve outcomes for children. It is requested that the Schools Forum agree to fund the post for the period April 2015 to March 2016.

### The Domestic Abuse Response Team (DART)

Between April 13 and December 13 there were 1,184 Domestic Abuse notifications. 128 of those have been screened at Level 2 where it has been decided that that risk level has resulted in a referral to school for information sharing or further intervention. Between January 14 and 30<sup>th</sup> January 15, there have been 3,022 domestic abuse notifications that have been screened by DART. 4,112 children were discussed and signposted for intervention and support. Of these, 312 have been deemed a Level 2 response where school have to be informed or requested to offer support. It is the responsibility of the Education Liaison Officer to have those discussions with school and to offer appropriate professional support for any interventions where appropriate.

There have been 376 (in comparison to 184 the previous year) victims referred to the Multi Agency Risk Assessment Conference ( MARAC) from January 2014 to December 2014. There have been 419 children discussed at MARAC. Schools have been notified of all those children unless they are below school age. Education is represented at MARAC by the Education Liaison Officer.