



Shropshire Council
Legal and Democratic Services
Shirehall
Abbey Foregate
Shrewsbury
SY2 6ND

Date: 26 November 2021

**Committee:
Schools Forum**

Date: Thursday, 2 December 2021
Time: 8.30 am
Venue: Microsoft (MS) Teams

You are requested to attend the above meeting.
The Agenda is attached

Tim Collard
Interim Assistant Director
Legal and Democratic Services

Members of Schools Forum

Bill Dowell (Chair)
John Hitchings (Vice-Chair)
Phil Adams
Michael Barrett
Mark Cooper
Alan Doust
Sabrina Hobbs
Sandra Holloway
Colin Hopkins
Marilyn Hunt
Shelley Hurdley
Samantha John
Sian Lines

Kerry Lynch
Stephen Matthews
David O'Toole
Alan Parkhurst
John Parr
Greg Portman
Revell
Darren Reynolds
Mark Rogers
Andrew Smith
Charles Thomas
Guy Verling

Your Committee Officer is:

Philip Wilson Service Manager Business Support People
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AGENDA

1 Apologies

2 Minutes and Matters Arising - 4 November 2021 (Pages 1 - 6)

Paper A attached.

3 School Funding Arrangements 2022-23 (Pages 7 - 10)

Paper B attached.

4 Consultation on the Central Retention of Dedicated Schools Grant from April 2022 (Pages 11 - 30)

Paper C attached.

5 Central School Services Block 2022-23 (Pages 31 - 56)

Paper D attached.


6 Communications

7 Future Meeting Dates

Please note the new venue and diary

Thursday 13 January 2022	8.30 am	Microsoft (MS) Tea
Thursday 27 January 2022 (if required)	8.30 am	Microsoft (MS) Tea
Thursday 17 March 2022	8.30 am	Microsoft (MS) Tea
Thursday 16 June 2022	8.30 am	Microsoft (MS) Tea

Agenda Item 2

	Schools Forum Date: 2 December 2021 Time: 8.30 am Venue: Via MS Teams	<u>Item/Paper</u> A Public
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MINUTES OF SCHOOLS FORUM HELD ON 4 NOVEMBER – HELD VIA MS TEAMS

Present

School Forum Members

Bill Dowell (Chair)
Caroline Clode – association secretaries
Mark Cooper - Secondary academy headteacher (from 8.50)
Alan Doust – Secondary academy headteacher
John Hitchings – Academy governor
Sandra Holloway – Primary governor
Sian Lines – Diocese of Hereford
Sue Lovecy - Secondary academy headteacher (from 9.14)
Kerry Lynch – Primary academy headteacher
Stephen Matthews – Primary governor
David O’Toole - Secondary academy headteacher
Alan Parkhurst Primary headteacher
John Parr – Secondary academy headteacher (from 9.00)
Michael Revell – Primary governor
Mark Rogers – Primary headteacher
Andrew Smith – Post 16
James Staniforth – Post 16
Brian Thomas – Special academy headteacher
Carla Whelan – Primary academy headteacher

Members

Kirstie Hurst-Knight

Officers

Jo Jones
Neville Ward
Stephen Waters
Phil Wilson
Helen Woodbridge
Tim Smith
Janet Croft

Observers

Roger Evans
Charles Thomas
David Vasmer
Nick Bardsley

1. Apologies

Apologies had been received from Gwilym Butler, Marilyn Hunt, Shelly Hurdley, Nathan Jones, Tanya Miles, Georgia Moss, John Parr (but joined from 9.00) and Reuben Thorley.

The Chair welcomed all to the meeting.

2. Minutes and Matters Arising

The minutes of the meeting held on 16 September 2021 were agreed as a true record. Phil Wilson went through the matters arising which had all been completed or would be addressed later in this meeting.

3. Shire Services Finance Review

Tim Smith Assistant Director with responsibility for Commercial Services and Janet Croft, Head of Shire Services, presented a report.

ACTION

Overview

- Growing in-balance in trading outcomes for the catering service
- Need to avoid trading deficits falling to the Council
- Financial review completed by APSE in 2021
- Based on pre-Covid performance in 2019/20
- Medium- and long-term impacts on service delivery
- Services previously supported by a Council budget of £476,000 removed in 2018/19
- Additional £401,000 savings target applied in 2019/20
- Projected overspend in 2021/22 of £0.6m.

The need to address the overspend of £0.6m was stressed.

Next phase

- Short-term financial pressure to address
- No longer able to financially support Shropshire schools using either Council budgets or profits from external schools
- Assessment of a suitable alternative delivery model for the service to be completed by APSE
- Secure investment for technology and service improvement
- Increase management fees to Shropshire schools by 5% with a minimum charge of £6,950 from April 2022
- Charge Shropshire schools for relief staff costs, either through an annual premium or as a charge when staff are used
- Increasing charges to schools may result in an increased risk of loss of contracts, which will have a negative impact on the financial position.

Summary

- Due to the financial pressure which the service and the Council is under in the current and immediate future, steps need to be taken to reduce costs and to apply charges to schools not previously apportioned.
- The financial review completed by APSE concluded that the service controls its direct costs well, but there is an additional cost burden of administration due to systems and processes in place.
- The next phase of the review will address the service improvements and alternative delivery model arrangements.
- More immediate action is required to address some of the shortfall in the financial year 2022/23 to allow the service to transition into a financially viable service that can continue to grow and provide services to school both internally and externally.

Tim Smith asked for Schools Forum comments in order to inform the Cabinet report which will be presented next month.

The Chair was taken by a point in the presentation:

There is a need for consultation and engagement with internal schools before any material change to charging arrangements.

He felt that this is late in the day as Schools Forum has been encouraging three to five year budget planning for schools. He was keen that time is made available for proper consultation.

Mark Rogers put this request into the context that financing for school meals

year on year has been getting tighter and food costs are increasing. He also felt that currently there is chaos in kitchens as staff are not readily available. He had concerns that Schools Forum were not aware of any subsidy from the Council. He felt that with the Marcus Rashford agenda meaning provision of food for FSM children in the holidays, schools are doing much more in the area. The danger is that too much is going on at once and the issue is really complicated. However, the issue of the management fee no longer including relief staff is a real concern (although he added that relief staff are not provided sometimes). He felt that this is a difficult time to introduce a new commercial model. Carla Whelan agreed with these points. She added the issue for smaller schools as there is no capacity in their budgets. She referred to a lack of school FSM uptake at KS2 and wondered if this could be explored and promoted by Shire Services.

Stephen Matthews also agreed with colleagues. He stressed the good quality of the service and feared that alternatives would not be as good. Headteachers have the responsibility to ensure children are well fed. He was surprised that efficiencies in the management structure had not been addressed before. He acknowledged the need to increase the costs of meals and communicate this to parents. He also suggested that the insurance scheme costs provided were disproportionately high.

Tim Smith agreed that the Council could run a targeted campaign to increase the take up of KS2 FSM. He advised that decisions would need to be taken in the spring term and that currently a three-month notice period is in place for both provider and customer. He acknowledged that recruitment has been difficult and advised that the Council had had access to the Covid grant which helped. But there has not been the same level of support this year.

Janet Croft addressed the managerial efficiency. She advised of a difficult time over the last couple of years along with all in the hospitality sector. There had also been difficulty with food deliveries etc. The service had been looking at improving systems for around 10 years, but a significant investment is required and any surplus built up for this was removed when the budget became overspent.

James Staniforth asked about future proofing as there are many uncertainties around at present rising costs of fuel, food, staff etc. He also asked about the statutory responsibilities.

Charles Thomas (observer) advised that schools have a statutory duty to provide meals for children. He felt that this move is bad timing for headteachers and is unacceptable. He felt that the current issue is down to poor planning.

Tim Smith acknowledged Charles Thomas' points. He emphasised that the aim is for a 3-5 year plan.

Mark Rogers spoke of the value of Shire Services and their importance in a rural authority. Whatever is done needs to be got right. He was concerned about decision making as governors will not be meeting again until March. He identified the danger that Shire Services may lose larger schools and therefore smaller schools would become more expensive. He added that time would be required in order to obtain alternative quotes.

Stephen Matthews suggested that as consultation time is short but the service is good, could the Council continue to subsidise in the short term to allow breathing space to allow decisions to be made.

Tim Smith advised that councillors will receive a report regarding subsidy levels

and could be asked about this.

Kirstie Hurst-Knight confirmed that she had heard the views of headteachers but recognised the budget issues for the Council. She wondered about a spend to save approach and welcomed further communication on this.

The Chair advised that Schools Forum had battled for sustainability for many years. He agreed that timescales are a concern and that this is coming too quickly.

Stephen Matthews asked why the proposed premiums are so high (as they are actually in line with what is paid for 35 other members of staff).

Janet Croft advised that they are based on the current cost of relief staff although this is not an exact science.

Stephen Matthews wondered if other insurance providers could provide cover.

Janet Croft advised that as a service they could not access this but schools may be able to.

Nick Bardsley and Kirstie Hurst-Knight agreed to discuss this further. Nick Bardsley wondered if the report could go to Cabinet earlier to allow a longer consultation period.

Roger Evans (observer) suggested that this will really affect the small primary schools who need to give a term's notice. He was worried that as KS1 FSM is universal, it would mean a large price rise for KS2. He suggested that the approach is ill thought out and needs a 6 – 12 month delay otherwise there will be a backlash. He was also concerned that the profit from business outside of Shropshire would go to Shropshire Council.

David Vasmer (observer) was opposed to the proposal and agreed that a longer period is required. He felt that Shropshire Council should be subsidising the school meals service.

Tim Smith agreed to talk further with members. He thanked Schools Forum for their time.

The chair thanked Tim Smith and Janet Croft for the detailed presentation and thanked Janet Croft for the service being provided for Shropshire's children.

He added that this will be considered by CPG next week.

4. Spending Review 2021 – Education Headlines

Phil Wilson went through his paper.

There is a three-year settlement ending in 2024-25.

There will be a cash increase over the three years of £1,500 per pupil but as yet there is no clarity over the phasing.

This is good news but needs to be set against other cost pressure factors.

More funding is being put into education recovery.

There are early years increases but recruitment issues in that sector too.

James Staniforth was envious of the budgets for schools as in FE there is an increase of only £250 over the three years.

Neville Ward advised that the increases in living and minimum wage are welcome but will have a budget impact for early years. There had been an announcement re extra funding for training but this may not be new money.

There is £170m through free entitlement funding between now and 2024-25 but no detail yet and unclear as to if this includes funding received in 2020. There are issues with provision in some places due to recruitment.

Alan Parkhurst reminded colleagues that this funding only returns schools to 2010 levels.

Charles Thomas (Observer) echoed this and spoke of the need to push harder to get more funding. There are issues regarding teacher's pay especially around the knock-on consequences when the £30,000 minimum for ECTs takes effect.

5. Central Retention of Dedicated Schools Grant from April 2022

Phil Wilson presented the report which was for information.

There is consultation for maintained schools on de-delegation and top-slicing for centrally retained services for financial year 2022-23. This includes **De-delegation**: pupil growth contingency, maternity cover, trade union duties and school improvement and **Top-slicing**: redundancy fund, statutory school finance, statutory human resources/health and safety and education welfare/inclusion.

There is an additional option for trade unions duties as presented to School Forum at their meeting on 17 June.

Consultation runs from Friday 5 November to Friday 26 November.

Returns will inform a report that will come back to Schools Forum on 2 December for decision-making.

6. Dedicated Schools Grant Monitoring 2022-23

Stephen Waters presented his paper which was for information.

The outturn position for the Early Years Block is still forecast to be at the provisional budgeted level of £17.028m. Neville Ward added that the early years spend is based on an area where there is still an enormous amount of variance. Shropshire's High Needs Block DSG allocation has increased by £3.751m from £28.016m in 2020-21 to £31.767m in 2021-22.

In-year surplus forecast of £0.362m. Given that £0.876m of high needs funding represents a one-off transfer of funding from the Schools Block as approved by Schools Forum, this indicates that the High Needs Block DSG allocation to Shropshire alone is insufficient to meet needs. He went through the variances. De-delegated Items - £0.039m forecasted overspend on de-delegated maternity pay for schools where forecast expenditure is £0.271m but the de-delegated value from schools based on £19.27 per pupil is £232,000.

Given that the overall DSG deficit is forecast to reduce to £0.312m from a brought forward position of £0.659m this is positive in terms of the Council meeting the Department for Education's requirement to reduce or manage down the deficit. It is important to note that this projected reduction in deficit is as a result of forecast less growth in expenditure compared to growth in High Needs Block DSG allocation rather than any reductions to High Needs Block DSG expenditure itself.

7. Communications

It was agreed that the priority is to ensure sharing issues regarding school meals.

8. Future meeting dates:

Thursday 2 December 2021

Thursday 13 January 2022

Thursday 27 January 2022 (provisional)

Thursday 17 March 2022

Thursday 16 June 2022

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The meeting closed at 10.04 am



Schools Forum

Date: 2 December 2021

Time: 8:30 a.m.

Venue: Virtual Microsoft
(MS) Teams

Paper

B

Public

School Funding Arrangements 2022-23

Responsible Officer Jo Jones

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Summary

Details of the Government's recent funding announcements for schools for 2022-23 and beyond, including high needs and early years, were provided to Schools Forum in September 2021.

This report details specific local funding arrangements from April 2022 for consideration and agreement by Schools Forum in relation to:

- the split site factor within Shropshire's local funding formula
- the potential transfer of funding between blocks, and
- the approach to be taken should the Schools Block allocation for 2022-23 not deliver sufficient resources to fully fund Shropshire schools through the local funding formula in line with the national funding formula.

Recommendation

Schools Forum is recommended to consider and agree the specific funding arrangements from April 2022 as detailed within this report.

REPORT

Background

1. In July 2017, the Government announced the introduction of a national funding formula (NFF) for allocating the Schools Block of the Dedicated Schools Grant (DSG) to local authorities from April 2018.
2. Local authorities, in consultation with their schools and Schools Forum, continue to have local flexibility on the basis for distributing funding to schools through the local funding formula in 2022-23. It remains the Government's intention to fund all schools nationally via the NFF in the future.
3. Following consultation with Shropshire schools and Schools Forum, Shropshire's local formula for distributing the Schools Block to individual schools and academies has mirrored the NFF since 2018-19.

4. Schools Forum members are asked to consider and agree specific arrangements for 2022-23 as detailed within this report. Shropshire Council's Cabinet will make a final decision on the school funding arrangements for 2022-23 in January 2022.

Split Site

5. The schools' NFF includes a split site factor. The purpose of this factor is to support schools that have unavoidable extra costs because the buildings are on separate sites.
6. In previous years Shrewsbury Academy have been operating on two sites and the agreed additional funding provided to this school within Shropshire's local funding formula was a lump sum of £33,300. From April 2022 Shrewsbury Academy will no longer be operating on two sites and therefore the split site funding no longer applies. The school have been made aware of this change.
7. From 2020-21 it was agreed that the Ludlow Infant/Junior amalgamated school was to receive split site funding to support the additional costs of operating on two sites. This was agreed at an amount of £15,000.
8. The NFF currently uses historic spend as the basis for funding premises factors including split site, and therefore Shropshire's split site funding for 2022-23 will be £48,300.
9. **It is recommended the lump sum split site factor value of £15,000 for Ludlow Primary School continue to be allocated in 2022-23. Split site funding will no longer be applicable to Shrewsbury Academy.**

Transfer of Funding between Blocks

10. The Schools Block remains ringfenced in 2022-23 but local authorities retain limited flexibility to transfer up to 0.5% of their Schools Block funding into another block with approval of Schools Forum. To transfer an amount above 0.5%, approval would need to be sought from the Secretary of State for Education
11. In the previous four financial years, Shropshire Schools Forum approved a transfer up to 0.5% of the Schools Block to the High Needs Block to support the growing pressures on the high needs budget. Agreement was given to transfer remaining Schools Block budget (up to 0.5%) after fully funding schools in line with the NFF factors and values in each year, including transitional protections and caps. Balances of £784,000 (0.49%), £397,000 (0.25%), £842,000 (0.5%) and £876,218 (0.5%) were transferred to the High Needs Block in 2018-19, 2019-20, 2020-21 and 2021-22 respectively.
12. Until the October 2021 school census data is run through the NFF for 2022-23 for individual schools it is not possible to confirm if there will be any Schools Block balance remaining in next financial year. October 2021 census data will be made available to the local authority in December and work will take place

through January 2022 to calculate individual school budget shares for 2022-23 mirroring the NFF factor values.

13. In line with previous years, **Schools Forum is asked to agree the recommendation to transfer any remaining balance, up to 0.5% of the Schools Block, into the High Needs Block after fully funding individual schools in line with the NFF.**

Affordability of the Funding Formula

14. The Schools Block of the DSG is allocated to local authorities based on a primary unit of funding (PUF) and a secondary unit of funding (SUF). Shropshire's 2022-23 PUF is £4,747 and SUF is £5,687. These units of funding will be multiplied by the total October 2021 school census numbers on roll in Shropshire and added to Shropshire's historic spend on premises factors to give a total Shropshire Schools Block allocation for distribution to schools through the local funding formula.
15. Until the local formula is run for each individual school in Shropshire based on their October 2021 census data, it will not be known whether the overall cost will be affordable from within the 2021-22 Schools Block allocation. To ensure affordability, a reduction to the factor values may be required. Which factor values are reduced will have differing impacts on individual schools' allocations. A reduction to the age weighted pupil unit (AWPU) factor value will affect individual schools on a proportional basis, whereas a reduction to the lump sum value will have a proportionally greater impact on smaller schools for example.
16. The minimum funding level (MFL) formula factor is set at a mandatory level and cannot be reduced within the local funding formula however the minimum funding guarantee (MFG) whilst being set at +2% per pupil in the NFF can be changed to a percentage between +0.5% and +2% in the local funding formula.
17. **To ensure a proportional impact on all schools, in the event that the Schools Block allocation for 2021-22 is not sufficient to fully fund the local formula in line with the NFF, Schools Forum is asked to agree the recommendation to reduce the MFG as necessary, and within allowable limits, to ensure affordability. Following this, if also required, to reduce the AWPU factor on a consistent basis across all Shropshire schools.**
18. Clearly, should this happen, there will be no remaining balance for transfer to the High Needs Block to support the significant financial pressures in this area.

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Schools Forum

Date: 2 December 2021

Time: 8:30 a.m.

Venue: Virtual Microsoft
(MS) Teams

Paper

C

Public

Consultation on Central Retention of Dedicated Schools Grant from April 2022

Responsible Officer Phil Wilson

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Summary

In 2013-14 school funding reforms required increased delegation to maintained schools and academies. Regulations were introduced to allow maintained mainstream primary and secondary schools the option to de-delegate certain delegated budgets to be held and managed centrally, subject to a Schools Forum decision by the representatives of each sector. De-delegation does not apply to academies, special schools or pupil referral units.

From 2017-18, Schools Forums have been able to agree to de-delegate further funding for additional school improvement provision for maintained schools.

In addition, maintained mainstream primary and secondary schools can agree to a top-slice to their delegated funding, to allow for the central retention of funding for statutory services for maintained schools provided by the local authority, previously funded from general duties Education Services Grant (ESG), which was removed in September 2017. Top-slicing is also subject to a Schools Forum decision by the representatives of each sector.

All Shropshire maintained mainstream schools were consulted on the options for de-delegation and top-slicing for the 2022-23 financial year. The consultation period ran until Friday 26 November 2021.

Recommendation

That Schools Forum consider the consultation responses received from Shropshire maintained mainstream schools, attached to and summarised within this report, and make decisions on de-delegation and top-slicing for centrally retained services for 2022-23.

REPORT

Background

1. Schools Forum is required to take decisions, on an annual basis, on the de-delegation of certain delegated budget areas since school funding reforms required increased delegation to schools through the schools funding formula. Since 2017-18, Schools Forum has also been required to take a decision on the de-delegation of further funding for additional school improvement provision for maintained schools, previously funded through Education Services Grant (ESG) to local authorities, which was removed from September 2017.
2. With the loss of the general duties element of the ESG, school finance regulations also allow local authorities to top-slice school budgets for certain services provided centrally, previously funded from ESG, again subject to the approval of Schools Forum.
3. All Shropshire mainstream maintained schools were consulted on the de-delegation and top-slicing options for the 2022-23 financial year. The consultation period closed on Friday 26 November 2021. The full consultation document is attached at Appendix A to this report and the detailed consultation responses attached at Appendix B and summarised within this report. Responses were received from 28 individual maintained schools (27 primary, 1 secondary). This only represents 32.9% of the 85 mainstream maintained schools as at 1 December 2021 (down from the response level of 49.4% in the 2020-21 consultation). This low response level may be a reflection of the current pressures being faced by school leaders.
4. The impact in 2021-22 of the decisions taken by Schools Forum in December 2020 is summarised in the table below:

Decision	Total	Primary Per Pupil	Secondary Per Pupil
De-delegation (maintained primary and secondary):			
Pupil growth contingency	£50,000	£4.39	-
Maternity cover	£228,947	£19.27	£19.27
Trade union duties	£25,000	£2.10	£2.10
School improvement (primary)	£94,393	£4.11 + £572.67/school	-
School improvement (secondary)	£477	-	£0.99
Top-slice (maintained primary and secondary):			
Redundancy fund	£200,000	£16.83	£16.83
Statutory school finance	£30,000	£2.53	£2.53
Statutory human resources and health and safety	£52,276	£4.40	£4.40
Education welfare and inclusion	£148,513	£12.50	£12.50

De-delegation

5. Details of each of the areas de-delegated in 2021-22 with Schools Forum approval were included within the consultation document for 2022-23. Views were sought from Shropshire mainstream maintained schools on whether de-delegation should continue in 2022-23.

Pupil Growth Contingency (Primary Schools)

6. Schools Forum has previously agreed the de-delegation of a contingencies budget to allow additional funding to be targeted at maintained primary schools where their pupil number increased by at least 15% of their funded number on roll. Additional funding allocated from the contingency budget takes into account a school's minimum funding guarantee allocation and the additional expenditure incurred by the school as a direct result of the increased numbers.
7. The de-delegated contingency budget for 2021-22 was set at £50,000. Current monitoring of the de-delegated budget indicates a significant outturn underspend against this budget in 2022-23.
8. It is proposed to reduce this contingency in 2022-23, looking to reduce the contingency to around £30,000. Based on the estimated maintained pupil numbers expected in April 2022, this will reduce the unit cost from £4.39 per pupil in the current financial year to an estimated £2.63 per pupil in 2022-23.
9. Consultation responses from Shropshire maintained schools in relation to the de-delegation of the primary pupil growth contingency are detailed within Appendix B and summarised below.

	De-delegate as in previous years	No de-delegation	Total Responses
Responses in favour	22 (81.5%)	5 (18.5%)	27

10. **Maintained primary school representatives** on Schools Forum are required to make a decision on whether to de-delegate funding from maintained primary school budgets for a pupil growth contingency for maintained primary schools in 2022-23.

Maternity

11. Schools Forum has previously agreed the de-delegation of the maternity budget. This centrally held budget funds the salary costs of any member of school staff on maternity leave, leaving the school budget liable for only the costs of the replacement employee.
12. The de-delegated budget in 2021-22 was £228,947. Current monitoring of the 2021-22 de-delegated maternity budget estimates that the allocated funds for the year may not meet current demands and that the budget will overspend.

13. The consultation proposed increasing the de-delegated maternity budget to £270,000, which would increase the per pupil contribution from £19.27 to an estimated £22.73 based on forecast maintained pupil numbers in April 2022.
14. Consultation responses from Shropshire maintained schools in relation to the de-delegation of the maternity budget are detailed within Appendix B and summarised below.

	De-delegate as in previous years	Total Responses
Responses in favour	28 (100.0%)	28

15. **Maintained school representatives** on Schools Forum are required to make a decision on whether to de-delegate funding from maintained primary and secondary school budgets for a centrally managed maternity budget in 2022-23.

Trade Union Duties (referred to as facilities time)

16. Schools Forum agreed to de-delegate the trade union duties (more commonly referred to as facilities time) budget in previous years. This centrally held budget covers the costs of trade union representatives supporting their members in maintained schools.
17. The de-delegated budget was set at a fixed sum of £25,000 in 2021-22. An alternative option, produced by the Shropshire trade union representatives, was included in the consultation for 2022-23.
18. In 2022-23 the fixed budget of £25,000 for facilities time support, based on October 2020 census figures and the expected number of maintained schools in April 2022, will retain an estimated per pupil unit cost of £2.10. The trade union option of £3.00 per primary pupil and £4.00 per secondary pupil would produce an estimated de-delegated budget of £36,100.
19. Consultation responses from Shropshire maintained schools in relation to the de-delegation of the trade union duties budget are detailed within Appendix B and summarised below.

	De-delegate as in previous years	De-delegate using trade union option	Fully delegate with no de-delegation	Total Responses
Responses in favour	26 (92.9%) <i>Primary 25</i> <i>Secondary 1</i>	0 (0.0%) <i>Primary 0</i> <i>Secondary 0</i>	2 (7.1%) <i>Primary 2</i> <i>Secondary 0</i>	28 <i>Primary 27</i> <i>Secondary 1</i>

20. **Maintained school representatives** on Schools Forum are required to make a decision on whether to de-delegate funding from maintained primary and secondary school budgets for a centrally managed trade union duties budget in 2022-23.

21. Representatives from the Association Secretaries Group have produced a discussion paper regarding the provision of trade union facility time in Shropshire (see Appendix C). While this cannot be taken into consideration for the decision regarding de-delegation for 2021-22, the paper gives notice of this issue for further discussion at Schools Forum ahead of any future consultations on de-delegation.

School Improvement

22. For 2021-22 Schools Forum agreed to de-delegate £94,393 from maintained primary schools and £477 from maintained secondary schools to secure the ongoing statutory school improvement support through the Education Improvement Service (EIS).
23. The consultation document proposed retaining the de-delegation model for primary schools of a fixed element per site and a variable element per pupil, with the unit values held at the 2020-21 levels of £572.67 per site and £4.11 per pupil. Based on the anticipated 83 maintained primary schools in April 2022, this model will secure an estimated £94,400 school improvement budget for 2022-23.
24. As there will only be one maintained secondary school from April 2022, EIS will liaise directly with the school on the appropriate level of de-delegation to provide the necessary level of statutory support to the schools.
25. Consultation responses from Shropshire maintained schools in relation to the de-delegation of the school improvement support budget are detailed within Appendix B and summarised below.

	De-delegate funding	Total Responses
Responses in favour	28 (100.0%)	28

26. **Maintained primary school representatives** on Schools Forum are required to make a decision on whether to de-delegate funding from primary maintained schools, holding the unit values at 2021-22 levels of a fixed element of £572.67 per site and a variable element of £4.11 per pupil.

Free School Meal Eligibility, Public Duties, Library and Museums Strategic Management and Fidelity Insurance

27. Schools Forum has previously agreed not to de-delegate the administration of free school meal eligibility. This service is offered to schools on a traded basis by the local authority.
28. In addition, Schools Forum has previously agreed not to de-delegate the public duties, the library and museum services strategic management or fidelity insurance budgets. Schools are therefore currently responsible for meeting these costs from within their individual delegated budgets.
29. This report recommends these arrangements continue.

Top-slicing

30. These support areas for maintained primary and secondary schools were, prior to 2017-18, funded from the general duties element of the ESG.
31. With the removal of the general duties element of the ESG to local authorities in September 2017, Schools Forum determined that from 2017-18 onwards, funding would be top-sliced from individual school budgets and retained centrally in order to provide continuity of provision for maintained schools. This was based on the understanding and commitment to fully consult with schools on what would happen in each subsequent year, hence the consultation on top-slicing from April 2022.

Redundancy Fund

32. The redundancy fund underwrites the costs of premature retirement and redundancy of staff in maintained schools.
33. The top-slice maintained primary and secondary per pupil rate in 2021-22 was £16.83. As in 2020-21 the levels of redundancies in maintained schools in 2021-22 remain low, with the Covid-19 pandemic a likely continued contributory factor influencing this. It is proposed to maintain the de-delegated fund to £200,000 in 2022-23, which would see an estimated unit cost per pupil of £16.83.
34. Consultation responses from Shropshire maintained schools in relation to the top-slicing of the redundancy budget are detailed within Appendix B and summarised below.

	Top-slice funding	No de-delegation	Total Responses
Responses in favour	26 (92.9%)	2 (7.1%)	28

35. **Maintained school representatives** on Schools Forum are required to make a decision on whether to top-slice a centrally held redundancy budget from maintained primary and secondary school budgets in 2022-23.

Statutory School Finance

36. The statutory school finance budget underwrites the costs of officer support for statutory financial functions on behalf of maintained schools.
37. This is an area in which it is difficult to present an option for schools to assume delegated responsibility or to offer an option for schools to secure the support on a buy-back basis, given the statutory nature of the support being provided.
38. Top-slice rates for the statutory school finance function are estimated to be £2.53 per primary and secondary maintained pupil for 2022-23 (based on October 2020 numbers on roll) and the anticipated maintained schools in April 2022.
39. Consultation responses from Shropshire maintained schools in relation to the top-slicing of the statutory school finance budget are detailed within Appendix B and summarised below.

	Top-slice funding	Total Responses
Responses in favour	28 (100.0%)	28

40. **Maintained school representatives** on Schools Forum are required to make a decision on whether to top-slice a centrally held statutory school finance budget from maintained primary and secondary school budgets in 2022-23.

Statutory Human Resources and Health and Safety

41. The areas of support covered by the £52,276 top-sliced in 2021-22 include health and safety, occupational health, recruitment, payroll and contracts, as well as HR advice. A proportion of this centrally retained funding underwrites the costs of the statutory functions outlined in the Recruitment, Payroll and Contracts Service Level Agreement (SLA). In addition, a significant proportion of this centrally retained funding underwrites the Health and Safety and Occupational Health SLA.
42. Given the statutory nature of the support provided through this budget, the only option presented for consultation was the continued top-slice at the same rate applied in the last five financial years of £4.40 per maintained primary and secondary pupil. This will produce a total budget of an estimated £52,300.

43. Consultation responses from Shropshire maintained schools in relation to the top-slicing of the statutory HR and health and safety budget are detailed within Appendix A and summarised below.

	Top-slice funding	Total Responses
Responses in favour	28 (100.0%)	28

44. **Maintained school representatives** on Schools Forum are required to make a decision on whether to top-slice a centrally held statutory HR and health and safety budget from maintained primary and secondary school budgets in 2022-23.

Education Access Service

45. The 2022-23 top-slice partly funds education welfare delivered through the Education Access Service (EAS). It provides maintained schools with access to all EAS support.
46. The consultation for top-slicing for EAS was based on increasing the per pupil figure by 50p to £13.00 for maintained primary and secondary schools, to reflect pay and price increases. This will produce a budget of approximately £154,450 in 2022-23.
47. Consultation responses from Shropshire maintained schools in relation to the top-slicing of the EAS budget are detailed within Appendix B and summarised below.

	Top-slice funding	No de-delegation	Total Responses
Responses in favour	25 (89.3%)	3 (10.7%)	28

48. **Maintained school representatives** on Schools Forum are required to make a decision on whether to top-slice a centrally held budget for EAS from maintained primary and secondary school budgets or to fully delegate and offer buy-back arrangements in 2022-23.

Consultation on Central Retention of Dedicated Schools Grant From April 2021

Introduction

On behalf of Shropshire Schools Forum, the views of maintained schools are being sought on the central retention of Dedicated Schools Grant (DSG) in the next financial year, 2021-22. Schools Forum is committed to consulting with maintained schools ahead of a Forum meeting on 3 December 2020, at which decisions on the de-delegation and top-slicing of DSG from April 2021 will be taken.

Background

Schools Forum is a legally constituted advisory and consultative group, made up of representatives from the maintained, academy and wider education sectors, who work with the local authority on issues related to school funding. One of their key areas of work is in relation to the school funding formula and the retention of a small part of the overall DSG to underwrite the costs of services, centrally managed by the local authority on behalf of maintained schools, given the economies of scale and value for money for schools this can realise.

The Government's school revenue budget settlement guidelines allow local authorities, following consultation with the maintained schools community and with Schools Forum approval, to centrally retain DSG through de-delegation and top-slicing. These retention methods are as follows:

- De-delegation – centrally held budgets within the Schools Block of DSG can be de-delegated from maintained schools by the sector representatives on Schools Forum, with decisions taken on an annual basis.
- Top-slicing – in December 2016 the Government's school revenue settlement allowed local authorities to retain some of their Schools Block of DSG to carry out statutory duties for maintained schools, previously funded through general duties Education Services Grant (ESG), which was removed in September 2017.

The impact in 2020-21 of the decisions taken by Schools Forum in December 2019 are summarised in the table below:

Decision	Total	Primary Per Pupil	Secondary Per Pupil
De-delegation (maintained primary and secondary):			
Pupil growth contingency	£95,000	£8.04	-
Maternity cover	£236,713	£19.27	£19.27
Trade union duties	£24,241	£1.93	£3.07
School improvement (primary)	£97,257	£4.11 + £572.67/school	-
School improvement (secondary)	£462	-	£0.99
Top-slice (maintained primary and secondary):			
Redundancy fund	£273,073	£22.23	£22.23
Statutory school finance	£30,000	£2.44	£2.44
Statutory human resources and health and safety	£54,050	£4.40	£4.40
Education welfare and inclusion	£141,512	£11.52	£11.52

This consultation document will examine each of the areas for which delegated funds are taken from maintained schools and seek views on a number of options for how to proceed on each in 2021-22. A simple return has been produced for collecting feedback from schools, which will be collated and inform the report that will be produced for the decision-making meeting of Schools Forum on 3 December 2020. **The consultation will run until Friday 27 November 2020.**

It is important to understand that Schools Forum has the choice, for each budget area, between de-delegating/top-slicing or not. This means that **any decisions taken will impact on all maintained schools from April 2021.**

De-delegation

This section looks at each of the support areas for which funding can be de-delegated from maintained schools. Historically, reports have been taken to the late autumn term meetings of Schools Forum to secure formal decisions for the following financial year. The table below summarises these decisions since 2014-15.

	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
Pupil growth	£87,680	£160,000	£159,770	£320,230	£150,170	£100,000	£95,000
Maternity cover	£429,190	£334,000	£321,570	£499,260	£410,000	£260,000	£236,713
Insurance	£24,450	£24,450	£23,280	£22,760	£0	£0	£0
Trade union duties	£60,160	£53,180	£50,400	£50,020	£43,600	£27,772	£24,241

An important consideration when looking at whether a budget should be de-delegated, is the impact on schools resulting from delegation, because **with delegation comes responsibility**. This means that the responsibility for the delegated budget line – e.g. paying for staff maternity cover – transfers to the school and any costs have to be met from the school's delegated budget. The de-delegated funds have therefore provided something of an insurance policy for schools against one-off hits to their budget, which can have a significant impact on schools with tight budgets and modest contingencies.

1. Pupil growth contingency – primary only

A contingencies budget de-delegated from maintained primary schools to allow additional funding to be targeted at schools where pupil numbers increase by at least 15% of their funded number on roll. Controls limit allocations to actual additional costs incurred by a school as a direct result of increased pupil numbers.

A key consideration is delegated responsibility. In this case, by not de-delegating, there would be no contingency for pupil growth from April 2021 and so schools would have to absorb cost pressures until the increased pupil numbers worked through from the school census in October 2021, which would result in an increased delegated budget from April 2022. In most cases, given the forecast data provided to schools each year by the local authority on pupil numbers, schools should be alert to such growth and be able to budget plan for the lagged funding. Such growth in pupil numbers will tend to impact from the beginning of an academic year, with the Reception intake, which means that the lagged funding generally follows two terms later.

Pupil growth contingency - options for 2021-22:

- a. De-delegate funding from primary maintained schools as in previous years, with per pupil sums determined by the outturn position in 2020-21 i.e. an overspend or underspend in 2020-21 will affect the per pupil rate in 2021-22. It is currently anticipated that there will be an underspend and that per pupil contribution of £8.04 will reduce in 2021-22.
- b. Fully delegate funding and responsibility to maintained schools, meaning that schools would be liable for funding pupil growth from their individual delegated budgets from April 2021.

2. Maternity cover

Funds the salary costs of any member of school staff on maternity leave in the maintained primary and secondary sector, meaning the schools are only liable for the costs of the replacement employee.

A decision not to de-delegate this budget from April 2021, would mean that maintained schools would be responsible for meeting all maternity pay costs of school staff from their individual delegated budgets. Schools would be able to access commercially available products/policies, some combining maternity cover with sickness cover. The experience of academies is mixed – some are sourcing cover arrangements from the market place, while others are carrying the risk of meeting any maternity costs from their own budgets.

These options would be available to maintained schools if the decision is taken not to de-delegate funding for maternity cover. Schools would need to carefully consider the flexibility and 'headroom' within their budget (including reserves), as well as the age profile of their female staff. In financial planning terms this can be challenging, given the difficulty of predicting the need for maternity leave.

Maternity cover - options for 2021-22:

- a. De-delegate funding from maintained schools as in previous years, with per pupil sums determined by outturn position in 2020-21 i.e. an overspend or underspend in 2020-21 will affect the per pupil rate in 2021-22.
- b. Fully delegate funding and responsibility to maintained schools, meaning that schools would be liable for funding maternity cover from their individual delegated budgets from April 2021.

3. Trade union duties (referred to as facilities time)

This funding is de-delegated for the costs of trade union representatives supporting their members in maintained schools through what is commonly referred to as facilities time. The funding provides cover for, among other things: carrying out trade union duties, attending union training, undertaking health and safety functions, and accompanying members attending hearings e.g. disciplinary or grievance. There is strong lobbying each year from the professional associations for these funds to be de-delegated.

Each union is required to attend a termly meeting with the local authority, called the Association Secretary Group. The membership of this group includes the local union representative from each recognised trade union and representatives from the Council's human resources advisory team. This meeting is the mechanism which allows collective consultation and negotiation between the local authority on behalf of schools and the trade unions on behalf of their members. All human resources policies and procedures are consulted and agreed at these meetings. Schools would be required to consult with trade unions and their own staff if this was removed. The group also discusses other employment relations issues and maintains a positive dialogue between schools and unions which in turn supports positive employee/employer relationships.

If local trade union representatives were not funded via the facilities time, maintained schools would be able to consider using their delegated funding to secure local arrangements with the trade unions, in particular by pooling funding with other maintained schools and academies. This could lead to a fragmentation of the current arrangements across the schools sector. Alternatively, it would mean each school would have to allocate funding for facilities time for all unions represented in their school and may lead to schools dealing with regional trade union representatives with little or no local knowledge. It is the view of the local authority that this would not be as effective and efficient an arrangement as that which could be secured through continuation of de-delegation.

In 2021-22 it is proposed to move to a fixed budget for facilities time support to maintained schools, in order to maintain and secure a baseline of funding to guarantee the required level of support to these schools from union representatives contracted to deliver this support. This will involve moving away from the per pupil sums of £1.93 per pupil for primary and £3.07 per pupil for secondary - which has been in place for a number of years - to a fixed de-delegated total of £25,000, with the per pupil cost determined by the number of maintained pupils at the time the budgets for 2021-22 are set

Trade union duties - options for 2021-22:

- a. De-delegate funding of £25,000 from maintained schools, with the per pupil cost determined by the number of maintained pupils at the time the budgets for 2021-22 are set.
- b. Fully delegate funding and responsibility to maintained schools, meaning that local arrangements for facilities time would need to be secured by individual schools and/or groups of schools in collaboration with trade unions.

4. School improvement

For 2020-21, Schools Forum agreed to de-delegate £97,257 from maintained primary schools and £462 from maintained secondary schools to secure ongoing statutory school improvement support for the year through the Education Improvement Service (EIS). This was necessary given the Government's removal of funding for school improvement from the two elements of ESG funding, for retained duties and general duties. The de-delegation is, in part, offset by the allocation of a school improvement monitoring and brokering grant for local authorities.

The de-delegation option for 2021-22, being presented to maintained schools for consultation, will secure the ongoing provision of school improvement services for maintained schools. In 2020-21 the de-delegation from primary maintained schools was done on a fixed/variable basis, with a fixed sum of £572.67 per site and a variable element of £4.11 per primary pupil. The impact of this option is that larger schools would retain more

of their delegated funds, while more funding would be recovered from smaller schools, but is potentially more appropriate based on the support each maintained school receives. The number of maintained schools in April 2021 is currently forecast to be 84 maintained primary schools (only one primary school converted since April 2020).

For secondary schools there will only be 1 maintained secondary school from 1 April 2021. It is therefore proposed to retain the same option for 2021-22 of a variable contribution of £0.99 per pupil.

This is an area of support in which it is difficult to present an option for schools to assume delegated responsibility, or to present an option for schools to secure the support on a buy-back basis, given the statutory nature of the support being provided. Therefore, the only option being presented is for the continued de-delegation of funding for this statutory support, but at a reduced unit cost.

School improvement - option for 2021-22:

De-delegate funding from primary maintained schools, holding the unit values at 2012-21 levels of a fixed element of £572.67 per site and a variable element of £4.11 per pupil. De-delegation for the remaining secondary maintained school will be based on a per pupil unit value of £0.99.

Top-slicing

This section looks at each of the support areas for which funding has been top-sliced from maintained schools in the financial year 2020-21. These support areas were previously funded from general duties ESG and so, in the knowledge that this grant funding was being removed by the Government in September 2017, Schools Forum determined that - for the last four financial years – funding would be centrally retained in order to provide continuity of provision for maintained schools. This was based on the understanding and commitment to fully consult with schools on what would happen in each subsequent year, hence this consultation on top-slicing from April 2021.

5. Redundancy fund

This fund underwrites the costs of premature retirement and redundancy of staff in maintained schools. Schools Forum supported the principle of retaining a central fund for redundancy costs in maintained schools in previous years. In 2020-21 the contribution was held at £22.23 per pupil in maintained schools.

A decision not to top-slice funding from April 2021 would mean that individual maintained schools would be liable for meeting any redundancy costs from their delegated budget. This would present a potential financial risk and significant challenge for schools struggling to manage their budgets in year and with low levels of school balances to draw upon. Schools in the academy sector already face these financial challenges and so have to plan carefully and in a timely manner to manage such costs.

In recent years the cost of redundancies in maintained schools has been: £573,600 in 2014-15, £362,200 in 2015-16, £516,600 in 2016-17, £751,900 in 2017-18, £145,864 in 2018-19 and £202,036 in 2019-20. During this period, a large number of maintained schools converted to academy status and so the number of schools drawing from this fund has reduced. The table below provides statistics on the number of redundancies in recent academic years, which suggests that there is an increasing call on the redundancy fund despite maintained school numbers falling.

Phase	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Primary/Special	14	27	17	57	74	20	21
Secondary	25	11	29	3	8	4	0
Total	39	38	46	60	82	24	17

The costs of redundancy can vary significantly dependent on the grade of staff and length of service. Based on figures from 2019-20, the average cost of a redundancy was £9,621.

In 2020-21 the per pupil contributions were held at £22.23. While it is not possible to calculate the outturn position for 2020-21 at this point in the financial year, it is important to highlight that if the numbers of redundancies are at 2018-19 levels or higher, the unit costs per pupil in 2021-22 will have to be increased. Every effort will be made to retain per pupil costs at 2020-21 levels, however it is important that schools are aware that it may increase over current levels.

Redundancy fund - options for 2021-22:

- a. Top-slice funding from maintained schools as in 2020-21, with per pupil sums determined by outturn position in 2020-21 i.e. an overspend or underspend in 2020-21 will affect the per pupil rate in 2021-22.
- b. Fully delegate funding and responsibility to maintained schools, meaning that schools would be liable for funding all redundancy costs from their delegated budget from April 2021.

6. Statutory school finance

This centrally retained funding underwrites the costs of officer support for statutory financial functions on behalf of maintained schools, including: the monitoring and control of school balances; advice and support to schools in financial difficulties; challenge to schools who are not exercising appropriate financial controls, and; appraising and approving licensed budget deficits. With 84 maintained schools in Shropshire from April 2021, the workload in this area is significant.

This is an area in which it is difficult to present an option for schools to assume delegated responsibility, or to present an option for schools to secure the support on a buy-back basis, given the statutory nature of the support being provided. Therefore, the only option being presented is for the continued de-delegation of funding for this statutory support.

Statutory school finance - option for 2021-22:

Top-slice funding of £30,000 from maintained schools, as in 2020-21, with the per pupil cost determined by the number of maintained pupils at the time the budgets for 2021-22 are set.

7. Statutory human resources and health and safety

A number of statutory and regulatory functions in the area of human resources and occupational health and safety were previously funded through general duties ESG. This is primarily because the local authority is the employer of staff in maintained schools, with the exception of voluntary aided schools, who directly employ their own staff. While maintained schools can secure advisory support through annual service level agreements, the costs of the functions previously funded through the general duties ESG are not costed into these agreements.

The areas of support covered by the £54,050 top-sliced in 2020-21 include health and safety, occupational health, recruitment, payroll and contracts, as well as HR advice.

A proportion of this centrally retained funding underwrites the costs of the statutory functions outlined in the Recruitment, Payroll and Contracts Service Level Agreement (SLA).

In addition, a significant proportion of this centrally retained funding underwrites the Health and Safety and Occupational Health SLAs. Such funding is required in order for the local authority to comply with its duties as the employer under the Health and Safety at Work etc. Act 1974 and the relevant statutory provisions. It is the view of the local authority that compliance with the above legislation cannot reasonably be achieved through tasks delegated to the governing bodies of schools. The centrally identified funding includes expenditure incurred by the local authority in monitoring the performance of such tasks by governing bodies and, where necessary, giving them advice.

It should be noted that the local authority has a statutory responsibility for approximately 4,000 school employees, including centrally employed supply teachers.

The local authority view is that the above areas are difficult to present as an option for schools to assume delegated responsibility, or to present an option for schools to secure the support on a buy-back basis, given the statutory nature of the support being provided. Therefore, the only option being presented is for the continued de-delegation of funding for this statutory support. However, the unit cost per pupil top-sliced in 2021-22 will be held at the same per pupil value as the last 4 years ie £4.40 per pupil.

Statutory human resources and health and safety - option for 2021-22:
 Top-slice funding of £4.40 per pupil from maintained schools (no increase therefore on 2020-21 per pupil rate).

8. Education Access Service

The top-slice in 2020-21 is partly funding education welfare, delivered through the Education Access Service (EAS). The service also receives grant funding from retained duties ESG (which the local authority continues to receive and is separate from the general duties ESG, which ceased in September 2017), as well as income from trading with academies.

The top-slice provides maintained schools with access to all EAS support including education welfare, attendance and inclusion/exclusion officers, child employment services and performance licensing. The top-slice per pupil has been held at £11.52 for the financial years 2019-20 and 2020-21. For 2021-22 it is proposed to increase the unit cost by 98p per pupil to £12.50 to reflect pay and prices increases the service is having to budget for.

The main alternative to top-slicing maintained school budgets is to move to a fully traded service from April 2021. Extensive work has been undertaken to develop a traded offer to schools that will ensure the continuity of service and maintains effective working with schools on securing improved attendance, safeguarding pupils and raising attainment. The service offer is dynamic and has been adjusted as necessary to meet changing requirements due to the COVID-19 pandemic, and will be further adapted if necessary in order to meet future requirements.

The proposed EAS service delivery agreement model has been based on a daily rate built around the time required in maintained schools for strategic intervention and casework. For the separate service delivery agreement for inclusion services, a standard rate will be applied for maintained primary schools. A bespoke package can be offered to meet the individual requirements of the remaining maintained secondary and special schools. The two service delivery agreements will give maintained schools access to the full range of advice and support offered by EAS. The tables below outline the potential costs.

EAS Trading Services Costs	
Education Welfare Services	Inclusion Services
£30 per hour OR £660 to £8,600 annual charge	£300 to £1,200 annual charge for packages of between 5 and 20 sessions

There are risks to maintained schools of not opting into a traded arrangement. They would need to be confident that they have the skills and underpinning knowledge they require within their own setting, or where they can secure this support from elsewhere and at what cost.

Education Access Service - options for 2021-22:

- a. Top-slice from maintained schools to be increased by 98p to £12.50 per pupil to reflect pay and price increases.
- b. Fully delegate funding and responsibility to maintained schools, presenting buy-back arrangements through service delivery agreements from April 2021 for those seeking to secure ongoing education welfare and inclusion support for the statutory areas currently covered by the top-slice.

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School	NOR	De -delegation							Top slicing							
		15% growth(Primary)		Maternity Cover		Trade Union duties			School Improve ment	Redundancy		Statutory school finance	Statutory HR (H&S)	Education Access Service		
		A	B	A	B	A	B	C		A	B			A	B	
Primary Schools																
1	Morda CE Primary School	124	1		1		1			1	1		1	1	1	
2	St Laurence CE Primary School	196	1		1		1			1	1		1	1	1	
3	Weston Rhyn Primary School	163	1		1		1			1	1		1	1	1	
4	Crowmoor Primary School	183	1		1			1		1	1		1	1	1	
5	St Mary's CE Primary School, Albrighton	190	1		1		1			1	1		1	1	1	
6	Gobowen Primary School	193	1		1		1			1	1		1	1	1	
7	Oxon CE Primary School	421	1		1		1			1	1		1	1	1	
8	Trinity CE Primary School	154	1		1			1		1	1		1	1	1	
9	St Lawrence CE Primary School	241		1	1		1			1		1	1			1
10	Highley Community Primary School	234		1	1		1			1		1	1			1
11	Christ Church CE Primary School	103	1		1		1			1	1		1	1	1	
12	Minsterley Primary School	138	1		1		1			1	1		1	1		1
13	West Felton CE Primary	126	1		1		1			1	1		1	1	1	
14	Claverley CE Primary	113	1		1		1			1	1		1	1	1	
15	Hinstock Primary	112	1		1		1			1	1		1	1	1	
16	Cheswardine Primary	45	1		1		1			1	1		1	1	1	
17	Longden CE Primary	132	1		1		1			1	1		1	1	1	
18	Lydbury North CE Primary	33		1	1		1			1	1		1	1	1	
19	Onny CE Primary	87		1	1		1			1	1		1	1	1	
20	Woore Primary	62	1		1		1			1	1		1	1	1	
21	Criftins CE Primary	106	1		1		1			1	1		1	1	1	
22	Cockshutt CE Primary	62	1		1		1			1	1		1	1	1	
23	St Giles CE Primary	315	1		1		1			1	1		1	1	1	
24	St Thomas and St Anne's CE Primary	86		1	1		1			1	1		1	1	1	
25	Bickton CE Primary	122	1		1		1			1	1		1	1	1	
26	St John the Baptist CE Primary, Ruyton XI Towns	77	1		1		1			1	1		1	1	1	
27	Bore Heath CE Primary	132	1		1		1			1	1		1	1	1	
TOTALS		3950	22	5	27	0	25	2	0	27	25	2	27	27	24	3
Secondary School																
1	Community College, Bishops Castle	482	n/a	n/a	1		1			1	1		1	1	1	
TOTALS		482	n/a	n/a	1	0	1	0	0	1	1	0	1	1	1	0

Notes

Growth- this only benefits a few schools and most will never receive a 'return' on their annual contributions. Trade Union - Why aren't these costs paid for by the unions through the considerable amounts individuals pay in fees? Redundancy - this will be an incentive to schools to plan carefully to avoid redundancies. EAS - I think many schools would be able to make savings if bespoke EAS support is purchased.

Growth - school numbers are stable. There is not a lot of midterm movement to or from the school. 3 yr planning budgets are set using predicted NOR. Maternity - will be looking at insurance costs for future maternity cover.

Re school improvement - Why do larger schools retain more than smaller schools?

 Shropshire Council	Schools Forum	<u>Item</u>	<u>Paper</u>
	Date: 2 December 2021 Time: 8:30 am Venue: Virtual via Microsoft (MS) Teams	Public	D

CENTRAL SCHOOL SERVICES BLOCK 2022-23

Responsible Officer Stephen Waters
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Summary

1. In July 2021, the Education and Skills Funding Agency (ESFA) issued their technical note on the Central School Services Block (CSSB) and provisional CSSB allocations for 2022-23. Final allocations will be updated for October 2021 census data.
2. The purpose of the CSSB is to provide funding to local authorities to carry out central functions on behalf of pupils in state-funded maintained schools and academies.
3. The funding is split into funding for historic commitments and funding for ongoing responsibilities.
4. For those centrally retained services categorised as historic commitments, Schools Forum approval is required on a line-by-line basis and the budget cannot exceed the value agreed in the previous funding period, and no new commitments can be entered into.
5. For 2022-23, historic commitments funding will be reduced by 20% compared to their 2019-20 baseline, meaning next year will be the third year of such reductions. This reduction is in line with ESFA's previously stated policy to withdraw this funding over time.
6. For ongoing responsibilities, Schools Forum approval is required on a line-by-line basis and the budget can increase from year to year.
7. This report therefore presents a number of proposals on the retention of Dedicated Schools Grant (DSG) in 2022-23 to fund these statutory duties for which formal Schools Forum approval is required.

Recommendations

8. Schools Forum notes that the historic commitments value within Shropshire's CSSB funding allocation has been subjected to a 20% cut in funding by the ESFA. Consequently, the historic commitments element of Shropshire's 2022-23 CSSB allocation has been reduced by £274,225 to £1,096,899.
9. Schools Forum notes that Shropshire Council has chosen to build expenditure growth of £235,000 into its 2022-23 in order to minimise impact on service delivery.
10. Schools Forum consider and approve to the proposals presented in this report.

REPORT

Background

11. In 2018-19, Schools Block funding, for the first time, included the new Central School Services Block (CSSB), determined by a separate national funding formula.
12. The purpose of the CSSB is to provide funding to local authorities to carry out central functions on behalf of pupils in state-funded maintained schools and academies.
13. The CSSB funding is split into funding for historic commitments and funding for ongoing responsibilities.
14. CSSB historic commitments funding for each local authority is equal to their 2017-18 baseline value submitted to the ESFA in April 2017 and confirmed by the ESFA in August 2017. These historic commitments are subject to a limitation of new commitments or increases in expenditure.
15. The funding for ongoing responsibilities comprised funding previously allocated through the retained duties element of the Education Services Grant (ESG) at a rate of £15 per pupil, plus funding for ongoing central functions such as school admissions and the servicing of Schools Forum.
16. The CSSB national funding formula allocated funding to local authorities for ongoing responsibilities uses a pupil-led formula to establish a CSSB ongoing responsibilities rate per pupil. This is multiplied by the Schools Block pupil count from the latest census to arrive at each local authority's final allocation.

Shropshire's Central Schools Services Block Allocation 2022-23

17. In 2021-22, Shropshire Council's CSSB allocation totalled £2,599,582. The contributions levels or allocations for ongoing responsibilities plus the contributions

for historic commitments were approved by Schools Forum on 3 December 2020 in “Paper D – Central School Service Blocks 2021-22” (based on a provisional allocation of £2,517,664).

	2021-22 Allocation
Historic Commitments	
Contribution to combined budgets	£112,110
Termination of employment costs	£963,663
Prudential borrowing	£295,350
Sub Total Historic Commitments	£1,371,123
Ongoing Responsibilities	
School admissions	£250,120
Servicing of Schools Forum	£10,000
Other items (Copyright Licensing Agency fee)	£225,720
Former retained duties ESG	£660,701
Sub Total Ongoing Responsibilities	£1,146,541
Total Central Spend	£2,517,664

Shropshire’s Provisional Central Schools Services Block Allocation 2022-23

18. In July 2021, the Department for Education issued provisional 2022-23 allocations for the CSSB. The technical note published states that in “2022 to 2023, for those local authorities that receive it, historic commitments funding has been reduced by 20%”.
19. For Shropshire Council this means that the £1,371,124 historic commitments 2021-22 value in the table above has been subject to a 20% cut equal to £274,225 in determining the 2022-23 provisional historic commitments allocation of £1,096,899.
20. The ongoing responsibilities value of £1,228,458 for 2021-22 has been run through the national funding formula to arrive at a provisional 2022-23 allocation for ongoing responsibilities of £1,283,176. This represents an increase of 4.45% on the ongoing responsibilities value. The provisional total CSSB allocation for 2022-23 is £2,380,075.

	2021-22 Allocation	Provisional Total 2022-23 CSSB NFF Funding	Provisional % Change to CSSB Funding in 2022-23
Historic commitments	£1,371,124	£1,096,899	20% reduction in line with ESFA's previously stated policy to withdraw this funding over time
Ongoing responsibilities	£1,228,458	£1,283,176	4.45%
Total Central Spend	£2,599,582	£2,380,075	-8.44%

Historic Commitments Approval

21. As outlined in Appendix A, historic commitments require Schools Forum approval on a line-by-line basis. The budget cannot exceed the value agreed in the previous funding period, and no new commitments can be entered into. To enable Schools Forum members to make a more informed decision to continue to approve funding the following paragraphs give more detail regarding what services are funded and any ongoing commitments.

Contribution to Combined Budgets

22. Contribution to combined budgets is expenditure that has traditionally been retained from the CSSB for maintained schools and academies to fund a contribution from the schools budget to services which would otherwise be funded from other sources.
23. The ESFA carried out a DSG baselining exercise to determine the baseline level of all historic commitments including contribution to combined budgets funding that is deemed eligible for Shropshire Council under the condition that Schools Forum agreed to fund these costs prior to April 2013. To assist the ESFA with this exercise, Shropshire Council officers submitted evidence to the ESFA of these historic commitments. The result of this baselining exercise was the confirmation by the ESFA of a contribution to combined budgets value of £852,110.
24. As the contribution to combined budgets funding was the budget area under historic commitments with the greatest degree of controllable expenditure and one of the largest of the 3 budgets areas, accounting for £852,110 of the £2,142,380 baseline funding. In 2020-21 it was determined that a sensible approach would be to target £400,000 of the £428,476 reduction in funding against this area. In 2021-22 it was determined that a sensible approach would be to target £340,000 of the £342,781 reduction in funding against this area.

25. Appendix C sets out how the remaining £112,110 of contribution to combined budgets funding was allocated in 2021-22.
26. The approach for 2022-23 is different to the previous 2 years as there is now insufficient contribution to combined budgets funding remaining to enable all of the £274,225 reduction in funding to be attributed to this budget area. It is proposed that £66,890 of the £274,225 reduction in funding is allocated against this area in 2022-23.
27. Appendix C sets out where the £66,890 reduction in funding is proposed in 2022-23. £41,890 of this funding reduction relating to the contribution towards the Enhance contract will be replaced by Council base budget funding. To achieve this the Council is committed to building in £41,890 expenditure growth in 2022-23 as part of the budget setting process.
28. £25,000 relates to the removal of contribution towards the Shropshire Music Services' Early Years music provision. In this case, the Council is unable to build in £25,000 expenditure growth into the 2022-23 budget to replace this source of funding as the Music Service is fully traded service with no Council base budget contribution. The Music Service will have to identify an alternative source of funding or stop this particular Early Years music provision.

Recommendation 1 - Maintained and academy school representatives agree to continue to contribute £45,220 to combined budgets as per the detail of these costs outlined in Appendix C.

Termination of Employment Costs

29. This budget covers the ongoing termination costs for ex-Shropshire Council school staff. This historic pension commitment will eventually to be reduced to nil, but over many years.
30. The DSG baselining exercise carried out of by the ESFA established a baseline cost for termination of employment costs of £994,920. The total cost of these ongoing pension commitments is significantly higher than £994,920 with the Council also making a sizeable contribution. £994,920 is the maximum contribution permitted from centrally retained DSG on the basis that this budget line cannot increase in value compared to previous years and this was the level of contribution set in 2017-18.
31. In the Schools Forum Paper dated 3 December 2020, the recommended DSG level of £963,663 was approved on the basis that the total termination of employment costs fall marginally year on year.
32. For 2022-23, it is proposed that the remainder of the £274,225 reduction in funding is set against this area. It is therefore proposed to reduce the £963,663 level from 2021-22 by £207,335 to £756,329. We know that expenditure has reduced slightly year on year since the original baselining exercise therefore in order to do this it will

be necessary to build in Council base budget funding to replace the majority of this reduction. It is estimated that £193,110 Council base budget expenditure growth should be required in 2022-23 to ensure there is sufficient overall funding contributions from the Council and from the CSSB combined to fund these uncontrollable, ongoing pension commitments.

Recommendation 2 - Maintained and academy school representatives agree to contribute £756,329 to fund a portion of these ongoing pension commitments, a reduction of £207,335 compared to 2021-22.

Prudential Borrowing Costs

33. The prudential borrowing costs budget heading covers expenditure incurred in the repayment of loans.
34. Shropshire Council has ongoing annual revenue costs of £295,350 for funding prudential borrowing relating to the Monkmoor Campus Project approved in 2006-07.
35. The rationale behind the project was to expand Severndale School to ensure that all Shropshire special needs pupils can be considered for a place in Severndale before a more expensive out of county place is deemed necessary. The delivery of this project delivered revenue savings against costs funded within the High Needs Block of DSG where placements are funded at expensive out of county, independent special schools.
36. Due to available financing from other areas of the schools capital programme on a cash flow basis the borrowing was not applied until 2010-11, with the first borrowing costs in 2010-11 and will thus be incurred until 2035-36.
37. Shropshire Council was required to evidence these costs to the ESFA as part of the DSG baselining exercise. A capital budget report for 2006-07, which approved the prudential borrowing together with the capital project appraisal form was submitted to the ESFA and the figure of £295,350 was approved as part of the Shropshire's baseline.
38. As this is an ongoing cost commitment of £295,350 until 2035-36, it is not appropriate to target any of the £274,225 reduction in historic commitments DSG funding to this budget line.

Recommendation 3 - Maintained and academy school representatives agree to continue to contribute £295,350 to fund the ongoing revenue costs of funding prudential borrowing for the Monkmoor Campus Project.

Ongoing Responsibilities Approval

39. As outlined in Appendix A, funding for ongoing central functions previously retained from the School Block also require Schools Forum approval on a line-by-line basis. In contrast to the historic commitments discussed above, the ongoing central

functions of school admissions, servicing of Schools Forum, copyright licensing and ongoing responsibilities formerly funded by retained duties ESG, are not subject to the limitation of no new commitments or increases in expenditure, or any % reduction in funding. This portion of the CCSB funding allocation has increased by 4.45% compared to 2021-22.

Schools Admissions

40. Shropshire Council employs a School Admissions team to provide a comprehensive administrative service for the allocation of school places within statutory requirements through compliance with the School Admissions Code published by the Department for Education in 2014.
41. The Schools Admissions Team's core service includes:
 - Exchange of application data with other local authorities
 - Production of the annual Parents' Guide
 - Input/import of application details
 - Submission of electronic transfer file to schools
 - Production of offer letters to parents on behalf of admission authority
 - Administration of review process/ offers refused
 - Maintenance of transfer group waiting list.
42. In addition, an extended chargeable service is offered to academies which provides support in meeting the legal responsibilities of an admission authority.
43. To discharge these statutory duties, local authorities are expected to retain some central DSG funding to fund the costs of the Schools Admissions Team. The 2021-22 budget allocation for the Schools Admissions team was £250,120. An increased budget allocation of £253,270 is required for 2022-23. This increase of £3,150 would be met from the overall increase in CSSB allocation.

Recommendation 4 - Maintained and academy school representatives agree to the increased charge of £253,270 for the provision of a School Admissions Team.

Servicing of Schools Forum

44. The servicing of Schools Forum expenditure line covers all expenditure incurred in connection with the local authority's functions of running the Forum as defined under section 47A of the 1998 Education Act.
45. The 2021-22 budget allocation for the servicing of Schools Forum was £10,000 and will be held at this level in 2022-23.

Recommendation 5 - Maintained and academy school representatives agree to the budget of £10,000 for the servicing of Schools Forum.

Copyright Licenses

46. As set out in the 2017-18 DSG Technical Note published by the Department for Education on 20 December 2016, the Department agreed with the following agencies to purchase a single national licence managed centrally for all state-funded schools in England:
- Copyright Licensing Agency (CLA)
 - Education Recording Agency (ERA)
 - Filmbank Distributors Ltd. (for the PVSL)
 - Motion Picture Licensing Company (MPLC)
 - Newspaper Licensing Authority (NLA)
 - Schools Printed Music Licence (SPML)
 - Christian Copyright Licensing International (CCLI)
 - Mechanical Copyright Protection Society (MCPS)
 - Performing Rights Society (PRS), and
 - Phonographic Performance Limited (PPL).
47. This means that local authorities and schools do not have to negotiate individual licences. The Department for Education pays the cost, including VAT, to the agencies and provides this as a service to local authorities, at a charge. Local authorities can reclaim VAT on the charge. These arrangements cover academies as well as maintained schools and local authorities can hold this money centrally, rather than include it in school budgets.
48. The 2021-22 initial budget allocation for the annual copyright licensing invoice was set at £225,410, however the actual cost for 2021-22 has been confirmed as £227,090. For 2022-23 it is anticipated that the annual charge will increase again due to inflation, so a proposed budget allocation for 2022-23 is £233,440. This is based on a 2.8% inflationary increase applied to the 2021-22 value of £227,090 which mirrors the % increase in actual cost in 2021-22.

Financial Year	2019-20 Actual Cost	2020-21 Actual Cost	2021-22 Actual Cost	2022-23 Proposed Budget
Value	216,630	220,910	227,090	233,440
% Increase		2.0%	2.8%	2.8%

Recommendation 6 - Maintained and academy school representatives agree to the increased charge of £233,440 for the annual copyright licensing fees.

Ongoing Responsibilities that Local Authorities Hold for all Schools

49. The CSSB funds local authorities for the statutory duties they hold for both maintained schools and academies which was previously allocated through the retained duties element of the ESG.

50. Details of these retained ongoing duties are provided in Appendix B (Column 1).
51. £741,248 was included in Shropshire's CSSB 2021-22 allocation to cover these duties.
52. Schools Forum is required to agree to the central retention of retained duties ESG and to enable Schools Forum members to make a more informed decision to continue to approve funding, Appendix D details how the Council apportions this £786,466 to cover these ongoing retained duties. £786,466 is the value available within the ongoing responsibilities allocation of £1,283,176 once the items above have been allocated.
53. It is important to note that in some cases the total cost of providing the statutory functions listed would be greater than the illustrative budget allocation. In these cases the Council subsidises the additional costs above and beyond the £786,466 allocation.

Recommendation 7 - Maintained and academy school representatives agree to continue to contribute £786,466 to ongoing responsibilities that the local authority provides for maintained schools and academies as per the detail of these costs outlined in Appendix D.

54. The final table below illustrates what the proposed CSSB budget allocations above would be if all recommendations are approved.

	2021-22 Allocation	2022-23 Proposed Allocation
Historic Commitments		
Contribution to combined budgets	£112,110	£45,220
Termination of employment costs	£963,663	£756,329
Prudential borrowing	£295,350	£295,350
Sub Total Historic Commitments	£1,371,123	£1,096,899
Ongoing Responsibilities		
Schools admissions	£250,120	£253,270
Servicing of Schools Forum	£10,000	£10,000
Other Items (Copyright Licensing Agency fee)	£227,090	£233,440
Former retained duties ESG	£741,248	£786,466
Sub Total Ongoing Responsibilities	£1,228,458	£1,283,176
Provisional 2022-23 CSSB Allocation	£2,599,582	£2,380,075

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Appendix A

Schools forum approvals for centrally held funding

1. A number of the services that are covered by funding that is held centrally are subject to a limitation of no new commitments or increases in expenditure from 2017 to 2018.

- 1.1. This limit does not now apply to admissions or the servicing of schools forums.
- 1.2. Schools forum approval is required each year to confirm the amounts on each line.
- 1.3. The following table sets out the level of approval required for each service and for funding of brought forward deficits.

2. When using centrally held funding, local authorities must treat maintained schools and academies on an equivalent basis.

Centrally retained service (Where Applicable in Shropshire and decision required today in bold)	Approval required
<ul style="list-style-type: none">• high needs block provision• central licences negotiated by the Secretary of State	Schools forum approval is not required (although they should be consulted)
<ul style="list-style-type: none">• funding to enable all schools to meet the infant class size requirement• back pay for equal pay claims• remission of boarding fees at maintained schools and academies• places in independent schools for non-SEN pupils• admissions	Schools forum approval is required on a line-by-line basis

Centrally retained service (Where Applicable in Shropshire and decision required today in bold)	Approval required
<ul style="list-style-type: none"> • servicing of schools forum • contribution to responsibilities that local authorities hold for all schools • contribution to responsibilities that local authorities hold for maintained schools (voted on by relevant maintained school members of the forum only) • de-delegated services from the schools block (voted on by the relevant maintained school members of the forum only) 	
<ul style="list-style-type: none"> • central early years block provision • any movement of funding out of the schools block • any deficit from the previous funding period that reduces the amount of the schools budget • any brought forward deficit on de-delegated services which is to be met by the overall schools budget 	Schools forum approval is required
<ul style="list-style-type: none"> • capital expenditure funded from revenue <ul style="list-style-type: none"> • projects must have been planned and decided on prior to 	Schools forum approval is required on a line-by-line basis. The budget cannot exceed the value agreed in the previous funding period, and no new commitments can be entered into.

Centrally retained service (Where Applicable in Shropshire and decision required today in bold)	Approval required
<p>April 2013; no new projects can be charged</p> <ul style="list-style-type: none"> • details of the remaining costs should be presented • contribution to combined budgets <ul style="list-style-type: none"> • where the schools forum agreed prior to April 2013 a contribution from the schools budget to services which would otherwise be funded from other sources • existing termination of employment costs <ul style="list-style-type: none"> • costs for specific individuals must have been approved prior to April 2013; no new redundancy costs can be charged • prudential borrowing costs <ul style="list-style-type: none"> • the commitment must have been approved prior to April 2013 • details of the remaining costs should be presented 	<p>Read establishing local authority DSG baselines for more information.</p>

Centrally retained service (Where Applicable in Shropshire and decision required today in bold)	Approval required
<ul style="list-style-type: none"> • funding for significant pre-16 pupil growth, including new schools set up to meet basic need, whether maintained or academy • funding for good or outstanding schools with falling rolls where growth in pupil numbers is expected within three years 	<p>Schools forum approval is required on a line-by-line basis, including approval of the criteria for allocating funds to schools</p>

Appendix B

Central services that may be funded with agreement of schools forums

1. The split of services between responsibilities local authorities hold for all schools, and those that relate to maintained schools only are shown in tables below.
 - 1.1. Responsibilities held by local authorities for all schools (shown in the first column) are funded from the central schools services block, with the agreement of schools forums.
 - 1.2. Responsibilities held by local authorities for maintained schools only (shown in the second column) are funded from maintained schools budgets only, with agreement of the maintained schools members of schools forums.
 - 1.3. We've included references to the relevant schedules in the current [schools and early years finance \(England\) regulations 2017](#).

Statutory and regulatory duties

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none">• Director of children's services and personal staff for director (Sch 2, 15a)• Planning for the education service as a whole (Sch 2, 15b)• Revenue budget preparation, preparation of information on income and expenditure relating to education, and external audit relating to education (Sch 2, 22)• Authorisation and monitoring of expenditure not met from schools' budget shares (Sch 2, 15c)	<ul style="list-style-type: none">• Functions of LA related to best value and provision of advice to governing bodies in procuring goods and services (Sch 2, 56)• Budgeting and accounting functions relating to maintained schools (Sch 2, 73)• Functions relating to the financing of maintained schools (Sch 2, 58)• Authorisation and monitoring of expenditure in respect of schools which do not have delegated

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> • Formulation and review of local authority schools funding formula (Sch 2, 15d) • Internal audit and other tasks related to the authority's chief finance officer's responsibilities under Section 151 of LGA 1972 except duties specifically related to maintained schools (Sch 2, 15e) • Consultation costs relating to non-staffing issues (Sch 2, 19) • Plans involving collaboration with other LA services or public or voluntary bodies (Sch 2, 15f) • Standing Advisory Committees for Religious Education (SACREs) (Sch 2, 17) • Provision of information to or at the request of the Crown other than relating specifically to maintained schools (Sch 2, 21) 	<p>budgets, and related financial administration (Sch 2, 57)</p> <ul style="list-style-type: none"> • Monitoring of compliance with requirements in relation to the scheme for financing schools and the provision of community facilities by governing bodies (Sch 2, 58) • Internal audit and other tasks related to the authority's chief finance officer's responsibilities under Section 151 of LGA 1972 for maintained schools (Sch 2, 59) • Functions made under Section 44 of the 2002 Act (Consistent Financial Reporting) (Sch 2, 60) • Investigations of employees or potential employees, with or without remuneration to work at or for schools under the direct management of the headteacher or governing body (Sch 2, 61) • Functions related to local government pensions and administration of teachers' pensions in relation to staff working at maintained schools under the direct management of the headteacher or governing body (Sch 2, 62) • Retrospective membership of pension schemes where it would not be appropriate to expect a

Responsibilities held for all schools	Responsibilities held for maintained schools only
	<p>school to meet the cost (Sch 2, 75)</p> <ul style="list-style-type: none"> • HR duties, including: advice to schools on the management of staff, pay alterations, conditions of service and composition or organisation of staff (Sch 2, 63); determination of conditions of service for non-teaching staff (Sch 2, 64); appointment or dismissal of employee functions (Sch 2, 65) • Consultation costs relating to staffing (Sch 2, 66) • Compliance with duties under Health and Safety at Work Act (Sch 2, 67) • Provision of information to or at the request of the Crown relating to schools (Sch 2, 68) • School companies (Sch 2, 69) • Functions under the Equality Act 2010 (Sch 2, 70) • Establish and maintaining computer systems, including data storage (Sch 2, 71) • Appointment of governors and payment of governor expenses (Sch 2, 72)

Table 8a: Central services responsibilities held by local authorities (statutory and regulatory duties)

Education welfare

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> • Functions in relation to the exclusion of pupils from schools, excluding any provision of education to excluded pupils (Sch 2, 20) • School attendance (Sch 2, 16) • Responsibilities regarding the employment of children (Sch 2, 18) 	<ul style="list-style-type: none"> • Inspection of attendance registers (Sch 2, 78)

Table 8b: Central services responsibilities held by local authorities (education welfare)

Asset management

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> • Management of the LA's capital programme including preparation and review of an asset management plan, and negotiation and management of private finance transactions (Sch 2, 14a) • General landlord duties for all buildings owned by the local authority, including those leased to academies (Sch 2, 14b) 	<ul style="list-style-type: none"> • General landlord duties for all maintained schools (Sch 2, 76a & b (section 542(2)) Education Act 1996; School Premises Regulations 2012) to ensure that school buildings have: <ul style="list-style-type: none"> • appropriate facilities for pupils and staff (including medical and accommodation) • the ability to sustain appropriate loads • reasonable weather resistance • safe escape routes

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

Table 8c: Central services responsibilities held by local authorities (asset management)

Central support services

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> • No functions 	<ul style="list-style-type: none"> • Clothing grants (Sch 2, 52) • Provision of tuition in music, or on other music-related activities (Sch 2, 53) • Visual, creative and performing arts (Sch 2, 54) • Outdoor education centres (but not centres mainly for the

Responsibilities held for all schools	Responsibilities held for maintained schools only
	provision of organised games, swimming or athletics) (Sch 2, 55)

Table 8d: Central services responsibilities held by local authorities (central support services)

Premature retirement and redundancy

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> No functions 	<ul style="list-style-type: none"> Dismissal or premature retirement when costs cannot be charged to maintained schools (Sch 2, 77)

Table 8e: Central services responsibilities held by local authorities (premature retirement and redundancy)

Monitoring national curriculum assessment

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> No functions 	<ul style="list-style-type: none"> Monitoring of National Curriculum assessments (Sch 2, 74)

Table 8f: Central services responsibilities held by local authorities (monitoring national curriculum assessment)

Therapies

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> No functions 	<ul style="list-style-type: none"> This is now covered in the high needs section of the regulations and does not require schools forum approval

Table 8g: Central services responsibilities held by local authorities (therapies)

Other ongoing duties

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none"> • Licences negotiated centrally by the Secretary of State for all publicly funded schools (Sch 2, 8); this does not require schools forum approval • Admissions (Sch 2, 9) • Places in independent schools for non-SEN pupils (Sch 2, 10) • Remission of boarding fees at maintained schools and academies (Sch 2, 11) • Servicing of schools forums (Sch 2, 12) • Back-pay for equal pay claims (Sch 2, 13) • Writing to parents of year 9 pupils about schools with an atypical age of admission, such as UTCs and studio schools, within a reasonable travelling distance (new addition to CSSB, to be included in 2018 to 2019 regulations)¹ 	<ul style="list-style-type: none"> • No functions

Table 8h: Central services responsibilities held by local authorities (other ongoing duties)

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

Historic commitments

Responsibilities held for all schools	Responsibilities held for maintained schools only
<ul style="list-style-type: none">• Capital expenditure funded from revenue (Sch 2, 1)• Prudential borrowing costs (Sch 2, 2(a))• Termination of employment costs (Sch 2, 2(b))• Contribution to combined budgets (Sch 2, 2(c))	<ul style="list-style-type: none">• No functions

APPENDIX C

Historic Commitments under the Budget Heading "Contribution to Combined Budgets" as agreed by Schools Forum prior to 1 April 2013 and evidenced by ESFA as meeting this criteria during local authority DSG baselining exercise

Cost Heading	Summarised version of what Budget Funds	Benefits to the Schools	2021-22 Allocation	2022-23 proposed reduction in DSG Funding	Proposed 2022-23 Allocation
Enhance Contract (Contribution to Commissioned Contract where Schools are Co-Commissioners)	1-1 work with young people and families on relationships, self esteem, resilience in coping with pressures. Revised contract is looking to target children with multiple problems.	Support the child/young person to maintain school attendance and achieve in education as problems have an outlet outside school.	£41,890	-£41,890	£0
Safeguarding Board Contribution	The SSCB delivers an extensive training package which includes learning briefing on CSE and thresholds. The Board also delivers GCP2 training (Graded Care Profile) and provide dedicated training for school staff only to enable this to meet the needs of the teaching agenda and timetable. The Board also works very closely with Education Improvement and co deliver designated Safeguarding lead training.	Any training offered by the Board is free of charge and any course can be accessed schools. This ensures that schools can access training and are provided up to date safeguarding information that is consistent. Training messages are aligned to the Board priorities and all resources can be accessed by schools; this is further enhanced by the co delivery of courses and sharing of information with Education Improvement. Courses have also been specifically organised for teaching/school staff re GCP2 at the request of schools to enable schools to chose an appropriate time and to work with relevant colleagues. Other training events allow schools to book on and learn in a multi agency environment thus sharing best practice, update to date knowledge with partners and to be aware of emerging themes and issues.	£10,640	£0	£10,640
Music Service - Early Years Music provision	Specific funding for Early Years Music Provision that is not funded by music tuition traded income		£25,000	-£25,000	£0
Rates Provision - Contingency for Overspend	Rates Provision - Schools only pay the Budgeted not the Actual	Ensures that Schools' Budgets only funds the budgeted Rates costs and that any unexpected costs are funded from the Rates Provision	£34,580	£0	£34,580
	TOTAL CONTRIBUTION TO COMBINED BUDGETS		£112,110	-£66,890	£45,220

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Appendix D

Responsibilities local authorities hold for all schools (funding may be retained centrally from all schools with agreement of Schools Forum)	How much does it cost Shropshire per year to provide it?	
<u>Statutory and Regulatory duties</u>		
Director of Children’s Services and personal staff for director (Sch 1, 20a)	£142,870	
Planning for the education service as a whole (Sch 1, 20b)	£110,990	
Revenue budget preparation, preparation of information on income and expenditure relating to education, and external audit relating to education (Sch 1, 20d)	£103,770	
Administration of grants (Sch 1, 20e)		
Authorisation and monitoring of expenditure not met from schools’ budget shares (Sch 1, 20fi)		
Formulation and review of local authority schools funding formula (Sch 1, 20g)		
Internal audit and other tasks related to the authority’s chief finance officer’s responsibilities under Section 151 of LGA 1972 except duties specifically related to maintained schools (Sch 1, 20i)	£115,820	
<u>Education Welfare Services</u>		
Functions in relation to the exclusion of pupils from schools, excluding any provision of education to excluded pupils (Sch 1, 10c) School attendance (Sch 1, 11) Responsibilities regarding the employment of children (Sch 1, 29)		
<u>Asset Management</u>		
Management of the LA’s capital programme including preparation and review of an asset management plan, and negotiation and management of private finance transactions (Sch 1, 10a)	£313,016	
General landlord duties for all buildings owned by the local authority, including those leased to academies		
TOTAL	£786,466	

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