

| | | |
|---|---|------------------------------------|
| Date: 7 December 2017 | Item 6 | Type of report: Decision |
| Report title: | The Schools Budget 2018-19 – Key Decisions on Central Retentions and De-delegations | |
| Author name and contact details: | Russell Dyer / Kamaljit Kaur russell.dyer@southwark.gov.uk kamaljit.kaur@southwark.gov.uk | |
| Officer to present the report: | Russell Dyer / Kamaljit Kaur | |

Executive Summary

This report considers the proposals for centrally retained and de-delegated budgets and their funding from the Schools Block of the 2018-19 Dedicated Schools Grant (DSG), these have been based on the same approach as in previous years with any changes being noted.

Schools Forum Actions

- A) The Schools Forum is asked to formally consider the options set out in section 4.0, and to:
- i) Agree by phase to the de-delegated funding, as outlined in section 2.0;
 - ii) Including the future of the Maternity
and
 - ii) Agree to the Retained Budgets – (to be agreed individually) as outlined in section 3.0.
- B) The Schools Forum is asked to approve the proposed early years block central retentions within the new 5% limit set out in section 5.0 of the report.
- C) Any further issues on central retention (high needs block) will be presented at the January and/or March meeting of Schools Forum.

1.0 Background

- 1.1 The guidance on central retentions and de-delegations is governed by the EFA publication *Schools Revenue Funding 2018 to 2019 Operational Guide published in September 2017*. The Authority has sought to comply with this guidance.
- 1.2 As in previous years, the schools block funding can only be held centrally for certain services as specified by the DfE and where the Schools Forum agrees to:
- de-delegate funding, by phase;
 - centrally retain funding before allocating the formula.
- 1.3 The School Funding regulations outline the details of the exceptions where funding can be centrally held from the schools block, where Schools Forum agreement is required and any limitations applicable. Funding can be centrally retained in the form of either:
- De-delegated services – section 2.0;
 - Centrally retained services – section 3.0

- 1.4 When considering the proposals for 2018-19, it should be noted that the LA has in some instances made proposals to cease some de-delegations this year and to increase others.
- 1.5 The LA is required to submit to the Education and Skills Funding Agency (ESFA) the provisional 2018-19 authority pro-forma by 19 January 2018. The pro-forma outlines the details of the local funding formula, including the agreed de-delegated budgets.
- 1.6 This report provides details of the requirements for de-delegated and centrally retained budgets, proposed for 2018-19

2.0 De-delegated Services

- 2.1 This funding is initially allocated to all primary and secondary schools, as part of the Southwark Schools Funding Formula. Maintained primary and secondary schools can agree, through the Schools Forum, to de-delegate or “return” this funding to the Local Authority to be held centrally. De-delegation is not applicable to academies, special schools, nurseries nor PRUs.
- 2.2 The Schools Forum agreed to de-delegate funding for the following services in 2017-18:

| Area | Total Amount £000 | Basis (per pupil/ FSM etc) | Phase |
|--|----------------------|-------------------------------|-----------------------|
| Agreed at December 2016 Meeting | | | |
| Contingencies ¹ | 787 | £39.48 per pupil | Primary and Secondary |
| Behaviour Support Services | 531 | £64.56 FSM £95.00 FSM | Primary Secondary |
| Behaviour Support Services – Summerhouse | 1,132 | £125.34 FSM | Primary |
| Free School Meal Eligibility | 171 | £18.94 FSM | Primary |
| Licenses and Subscriptions | 23 | £1.15 per pupil | Primary and Secondary |
| Maternity Cover | 669 | £32.63 per pupil | Primary and Secondary |
| Trade Union cover | 78 | £3.90 per pupil | Primary and Secondary |
| School Improvement | 670 | £33.82 per pupil | Primary Only |
| Total | <u>3,761</u> | | |

¹ £515k Schools in Financial Difficulty, Audit £39k and Intervention Fund £233k
Southwark Schools Forum December 2017

2.4 The key changes for 2018-19 are as follows:

- Licences and subscriptions will cease as this arrangement should be funded via a central retention and this is considered at para 3.7 of this report.
- At the October 2017 meeting of the Schools Forum options were put forward for the Costs of Supply (maternity scheme). To continue would require an increase from £32.63 per pupil to £38 to £40 per pupil for the scheme to break even under the existing arrangements. The LA will be guided by the Schools Forum as to whether to continue the scheme which requires a high injection of school monies to be de-delegated and is not a statutory requirement. Funding any shortfall has to come from reserves and this impacts on all schools.
- The School Improvement de-delegation will cease as the Authority is moving the service to a traded service with schools, together with support from the Council's overall budget (subject to the Council's budget process) and the school improvement specific grant from the DfE.
- There will be an increase of £100k in contingencies for the intervention fund to help boost the Authority has to support schools that have specific issues with standards and performance.

Table 1 – proposed 2018-19 de-delegated rates

| Budget | Basis* | 2017-18 Budget £000 | Proposed 2018-19 Budget** £000 | Estimated 2018-19 Primary School Rate £ | Estimated 2018-19 Secondary School Rate £ | Appendix A reference |
|---|------------|------------------------|-----------------------------------|--|--|----------------------|
| Contingencies (including schools in financial difficulties and deficits of closing schools) | AWPU | 787 | 887 | 40.76 | 40.76 | (a) |
| Behaviour support services | FSM Ever 6 | 531 | 531 | 60.76 | 95.31 | (b) |
| Behaviour support services – Summerhouse | FSM Ever 6 | 1,132 | 1,132 | 145.21 | N/A | (b) |
| Free school meals eligibility (primary schools only) | FSM Ever 6 | 171 | 171 | 21.94 | N/A | (c) |
| Licences/subscriptions | AWPU | 23 | 0 | 0 | 0 | |
| Staff costs supply cover (maternity scheme) | AWPU | 669 | 0 | 0 | 0 | e) |
| Staff costs supply cover (trade union) | AWPU | 78 | 78 | 4.00 | 4.00 | (f) |

| | | | | | | |
|---|------|--------------|--------------|---|---|--|
| School Improvement | AWPU | 670 | 0 | 0 | 0 | |
| Total Proposed de-delegated budget | | 4,061 | 2,799 | | | |

**Funding is de-delegated on the basis of a formula factor i.e. an amount per pupil or FSM ever 6 pupil*

***Estimated based on per October 2017 pupil data for number on roll, and October 2016 pupil data for FSM ever 6 and may be subject change.*

- 2.6 The Schools Forum is required to formally agree the de-delegated budgets annually, with members for primary maintained schools and secondary maintained schools required to decide separately for each phase. The decision applies to all maintained schools within that phase. A summary of the decisions is provided in section 4.0 to this report.
- 2.7 Funding for de-delegated services is automatically allocated to academies as part of the schools funding formula and they are able to make their own arrangements for these services. Academies may choose to purchase services from the LA, where they are offered.
- 2.8 For PRUs, nurseries and special schools to use these services there would need to be a separate funding stream.

3.0 Centrally Retained Services

- 3.1 Funding can be centrally retained for some services with agreement from the Schools Forum. The services allowed to be classified under this are set nationally by the DfE with a number of these subject to a limitation of no new commitments nor any increases, other than for the Schools Forum and admissions.
- 3.2 The Schools Forum agreed to centrally retain funding for the following services in 2017-18:
- Funding for significant pre-16 pupil growth, including new schools set up to meet basic need, whether maintained or academy (Growth fund);
 - A falling rolls fund
 - Places in independent schools for non-SEN pupils (e.g. secure accommodation).
 - Admissions*;
 - Servicing of the Schools Forum*

*can be increased from 2017-18 level

- 3.3 There were a number of historical centrally held combined budgets that have now been delegated to schools.
- 3.4 The proposed 2018-19 centrally retained budgets are outlined in Table 2.

Table 2 – proposed 2018-19 centrally retained budgets

| Budget | Approved 2017-18 budget £000 | Proposed 2018-19 budget £000 | Comments | Reference for details of what is covered see the relevant appendix |
|--|-------------------------------------|-------------------------------------|---|---|
| LA duties for all schools | 600 | 600 | This relates to statutory and regulatory duties for all schools in the borough regardless of whether they are maintained, free or academies. | Appendix B – all schools section |
| Growth fund | 600 | 600 | LA proposes to continue to top-slice funding of £600k for the 2018-19 growth fund, based on the same rate and number of additional classes as in 2016-17. The criteria will be agreed for 2018-19. | Appendix C |
| Falling Rolls fund | 100 | 100 | LA proposes to continue to top-slice funding of £100k for the 2018-19 falling rolls fund. The criteria will be agreed for 2018-19. | Appendix C |
| Places in independent schools for non-SEN pupils | 294 | 294 | LA proposes to continue to top-slice the schools budget to contribute towards the educational costs of looked after children that Southwark is responsible for. | Appendix D (a) |
| Admissions | 673 | 673 | LA proposes to continue to retain funding at the same level; this is a statutory LA responsibility and therefore funding cannot be delegated to schools to carry out this function. It is not proposed to increase this contribution. | Appendix D (b) |
| Servicing of Schools Forum | 15 | 15 | LA proposes to continue to retain funding of £15,000 in 2018-19 to cover the costs of servicing the Schools Forum operation including clerking and working groups. It is not proposed to increase this contribution. | Appendix D (c) |
| Total | 2,282 | 2,282 | | |

- 3.5 Recoupment academies contribute to budgets for centrally retained services as this funding is top-sliced from the Southwark Dedicated Schools Grant funding.
- 3.6 **Maintained Schools only central retention.** The LA continues to hold responsibilities for maintained schools amounting to £353k (same level as agreed by maintained schools for 2017-18)

at the January 2017 meeting). These duties continue into 2018-19. The details on these duties are given at Appendix B (maintained schools only). The LA received a transitional grant in 2017-18 of £711k which it will not receive in 2018-19. The LA is having to fund this shortfall (subject to approval within the council's budget approval process) and therefore the LA is asking maintained schools to approve the continuation of this central retention in 2018-19 by maintained schools.

- 3.7 The Schools Forum approval is not required for Copyright Licenses for all schools, however, there is a requirement to consult with schools on this funding which is held back from the DSG schools block. This has a cost of £183k in 2017-18 so may increase slightly for 2018-19. The details on this are given in Appendix E to this report. Previously the funding of this arrangement has been insufficient and through an incorrect method (namely de-delegation). The approach taken in 2018-19 will ensure that going forward, the position and funding is fully regularised. We are clarifying the approach being taken on this with the EFSA as part of a disapplication of the regulations.

4.0 Schools Forum Actions

- 4.1 The Schools Forum (maintained only) is asked to vote by phase to agree to the de-delegation of the proposed 2018-19 budgets and the basis of de-delegation shown in Table 1 above.
- 4.2 The Schools Forum (maintained schools & academies) are asked to agree that the proposed 2018-19 Budgets shown in Table 2 above are centrally retained before allocating funding through the formula.
- 4.3 The Schools Forum (maintained schools only) are asked to agree the funding held back from maintained schools only for the matter identified at para 3.6.
- 4.4 To note the retention at para 3.7.

5.0 Early Years Central Retentions

- 5.1 The Schools Forum is required to agree the central early years block provision in 2018-19. The central retention in 2017-18 was subject to a 7% limit. The areas funded were as follows:

| 2017-18 | £000 |
|----------------------------|--------------|
| Early Years Teams Staffing | 539 |
| Early Help Service | 557 |
| Day Nursery Subsidy | 274 |
| Total | 1,370 |

- 5.2 In 2018-19 the limit for central retentions on the early years block reduces from 7% to 5%. We have previously estimated that this would be a funding envelope of around £0.931m.

- 5.3 With regard to the services being funded, the subsidy of £274k for the council run day nursery is no longer required given the reshaping of the provision that is currently taking place. This would, however, leave on shortfall of around £0.2m on the remaining services that are currently being funded. The Authority proposes that the early years team staffing (details given at Appendix F of this report) continues to be funded at the existing level of £539k.
- 5.4 The Authority proposed that the balance of the funding for the limit of around the level of £392k be used to support the early help service (details given at Appendix F to this report). The Authority will provide support to top up the funding of the early help service by £165k to ensure that existing service levels are maintained. Should the funding level not be maintained from the early years block, it is likely that the Authority would need to reduce the early help service which could have adverse consequences on outcomes.

6.0 Schools Forum Actions

- 6.1 Schools Forum is therefore asked to approve the proposed central retentions on the early years blocks, subject to the central retention limit being confirmed.

Appendix A

Details of proposed de-delegated budgets

a) Contingencies (including schools in financial difficulties and the deficits of closing schools) - Estimated 2018-19 budget £887k

2018-19 Arrangement

The LA proposes to continue to de-delegate funding to support schools in financial difficulties, based on the 2017-18 budgeted amounts with an increase in the intervention fund.

A breakdown of the estimated budget is:

- Schools in financial difficulty - £515k;
- Schools audit programme - £39k;
- Schools intervention fund - £333k (increase of £100k from 2017-18)

Schools in difficulty panel process (£515k)

Full details on the scheme and criteria were agreed at the October 2017 meeting of Schools Forum.

School audit (£39k)

This budget funds the school audit programme, to ensure that all schools in Southwark are audited once every three years. This provides assurances to schools, governing bodies and the Local Authority on the financial controls in place in schools.

School intervention (£333k)

Funding used to support individual “schools of concern” with school improvement support. School allocations are reported at year end as part of the DSG end of year budget reporting process.

b) Behaviour Support Services – Proposed 2018-19 budget £1,663k

2018-19 arrangement

The Schools Forum agreed to de-delegate the funding from Primary and Secondary schools in 2017-18 for behaviour support services.

The budget in 2017-18 consisted of:

- Contribution to early help service (Educational welfare, Educational psychology, family support and early years early intervention);
- Critical incident support
- Summerhouse (primary schools only)

2018-19 arrangement

The LA proposes to continue to de-delegate funding for behaviour support services, based on the 2017-18 budget for Summerhouse. As agreed at the last meeting this is for a transition year to allow a new model of funding to be developed with schools.

Contribution to early help service (including critical incident support)

The Schools Forum agreed to de-delegate funding for Primary and Secondary schools in 2016-17 to contribute to the Early Help Service. The total Early Help locality team budget is funded from a combination of mainly council core budgets and the Dedicated Schools Grant contributions from the schools block and early years or high needs block.

The Early Help Service works with children, young people and families who are experiencing difficulties. The team provides a service for children who need extra help with their learning, social, emotional, behavioural, developmental and attendance needs. Services provided include:

- Education welfare (attendance and truancy);
- Educational psychology working closely with the SEND team;
- Family Support;
- Early years early intervention working closely with early years and children's centres;
- Behavioural and mental health advice.

In addition, the Critical Incidents Support service now also operates via the Early Help Team. This was previously a £75,000 combined budget or historical budget item. The Critical Incidents Support Service supports schools in dealing with a critical incident. Examples of critical incidents which may affect schools include for example, the death of a pupil(s) or member(s) of staff or a serious accident involving pupils and school personnel on or off school premises.

Summerhouse

The Schools Forum agreed to de-delegate funding for Summerhouse as part of the Behaviour Support Service.

Summerhouse has 24 FTE places but most children attend on a sessional basis, as agreed with their school. Summerhouse offers a continuum of support which covers:

- Advice to mainstream schools experiencing difficulties in managing challenging behaviours
- Consultations for teaching staff, senior managers and head teachers
- In-school observations by Summerhouse staff
- In-school training delivered by Summerhouse staff
- Work alongside colleagues in mainstream to model best practice
- Contribution to the SEN formal assessment process.
- Advice for parents and parenting programmes

- Support for Year 6 transition
- Behaviour management and de-escalation training
- Invitations to staff from mainstream schools, specialist provisions and students throughout the year who wish to observe and experience how positive behaviour management is used effectively at Summerhouse, so that they might apply it in their own setting.
- Outreach support, where Summerhouse staff working directly with identified children in school alongside school staff
- Support for managed moves to prevent permanent exclusion
- Part-time pupil placements at Summerhouse (up to 4 days) including transport costs

The Schools Forum agreed to a £200k increase in 2017-18 for additional funding so as to create a new Full-Time Class Teacher post and two FTE Teaching Assistant posts for the new modular classroom at Summerhouse. This new classroom has been added to meet the increasing need for student placements from the Southwark primary mainstream schools. The additional classroom and staff will at meet the current demand from the mainstream primary schools. The service is reviewing its charging policy for non-maintained schools to ensure that the income it receives covers the cost of pupils from those schools.

c) Free school meals eligibility – Proposed 2018-19 budget £171k

2017-18 arrangement

The Schools Forum agreed to de-delegate funding for Primary Schools only to fund the staffing and operational costs of the team that confirms eligibility for free school meals. This includes checking eligibility, processing the forms and communicating with parents. The team also collates forms for pupils not eligible for free school meals as part of the Southwark Free Healthy School Meal Programme.

2018-19 proposal

The LA proposes to continue to de-delegate funding for free school meals eligibility, based on the 2017-18 Budgeted amount.

d) Licences/Subscriptions – Proposed 2017-18 budget £0

This is being replaced by a central retention identified at paragraph 3.7 within the main body of the report.

e) Staff costs supply cover (maternity) – Proposed 2018-19 budget £0

2017-18 arrangement

The scheme is costing approximately £850k per year but only receives funding of £669k. As identified at the last meeting the options are to reduce payments by about 30%, increase the de-delegated amount from £32.63 per pupil to £38 to £40 and/ or develop a buy back offer

2018-19 proposals

As the scheme is not statutory for a LA to provide and there are commercial options for schools to explore if they so wish, then the LA is minded to cease the scheme. There will need to be a small sum still retained to meet existing commitments entered into this financial year, the estimate of this figure will be given at the meeting. In addition, should the Schools Forum feel it should be continued, but not for both phases, then this would be possible. If it is discontinued, then early notice will be given to schools so that when setting their 2018-19 budgets they can make alternative provision, should they so wish.

f) Staff costs supply cover (trade union) – Proposed 2018-19 budget £78k2017-18 arrangement

The Schools Forum agreed to de-delegate funding for staff costs supply cover to reimburse schools for borough wide trade union facility time. In addition, academies are able to agree to contribute to the cost of trade union facility time. Where academies have decided to make their own arrangements, they are responsible for organising their own trade union facilities arrangements.

2017-18 proposals

The LA proposes to continue to de-delegate funding for trade union reimbursements, based on the 2017-18 budget.

Trade Union Arrangements

A summary of the current trade union arrangements is provided in the table below:

| School/Academy | Union | Days |
|-----------------------|--------------|-------------|
| Goose Green | NUT | 1.5 |
| Globe | NUT | 2.5 |
| Kingsdale | NASUWT | 2 |
| TBC | ALT | 0.5 |
| Total | | 6.5 |

Appendix B

Statutory and regulatory duties

| Responsibilities held for all schools | Responsibilities held for maintained schools only |
|--|---|
| Director of children's services and personal staff for director (Sch 2, 15a) | Functions of LA related to best value and provision of advice to governing bodies in procuring goods and services (Sch 2, 56) |
| Planning for the education service as a whole (Sch 2, 15b) | Budgeting and accounting functions relating to maintained schools (Sch 2, 73) |
| Revenue budget preparation, preparation of information on income and expenditure relating to education, and external audit relating to education (Sch 2, 22) | Functions relating to the financing of maintained schools (Sch 2, 58) |
| Authorisation and monitoring of expenditure not met from schools' budget shares (Sch 2, 15c) | Authorisation and monitoring of expenditure in respect of schools which do not have delegated budgets, and related financial administration (Sch 2, 57) |
| Formulation and review of local authority schools funding formula (Sch 2, 15d) | 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 except duties specifically related to maintained schools (Sch 2, 15e) | 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) |
| Consultation costs relating to non-staffing issues (Sch 2, 19) | Functions made under Section 44 of the 2002 Act (Consistent Financial Reporting) (Sch 2, 60) |
| Plans involving collaboration with other LA services or public or voluntary bodies (Sch 2, 15f) | 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) |
| Provision of information to or at the request of the Crown other than relating specifically to maintained schools (Sch 2, 21) | Functions related to local government pensions and |

| Responsibilities held for all schools | Responsibilities held for maintained schools only |
|---------------------------------------|---|
| | <p>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)</p> <p>Retrospective membership of pension schemes where it would not be appropriate to expect a school to meet the cost (Sch 2, 75)</p> <p>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)</p> <p>Consultation costs relating to staffing (Sch 2, 66)</p> <p>Compliance with duties under Health and Safety at Work Act (Sch 2, 67)</p> <p>Provision of information to or at the request of the Crown relating to schools (Sch 2, 68)</p> <p>School companies (Sch 2, 69)</p> <p>Functions under the Equality Act 2010 (Sch 2, 70)</p> <p>Establish and maintaining computer systems, including data storage (Sch 2, 71)</p> <p>Appointment of governors and payment of governor expenses (Sch 2, 72)</p> |

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 |
|---|---|
| <p>Functions in relation to the exclusion of pupils from schools, excluding any provision of education to excluded pupils (Sch 2, 20)</p> <p>School attendance (Sch 2, 16)</p> <p>Responsibilities regarding the employment of children (Sch 2, 18)</p> | <p>Inspection of attendance registers (Sch 2, 78)</p> |

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

Asset management

| Responsibilities held for all schools | Responsibilities held for maintained schools only |
|---|---|
| <p>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)</p> <p>General landlord duties for all buildings owned by the local authority, including those leased to academies (Sch 2, 14b)</p> | <p>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:</p> <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 • appropriate acoustic levels • lighting, heating and ventilation |

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

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 |
|---------------------------------------|---|
| No functions | <p>Clothing grants (Sch 2, 52)</p> <p>Provision of tuition in music, or on other music-related activities (Sch 2, 53)</p> <p>Visual, creative and performing arts (Sch 2, 54)</p> <p>Outdoor education centres (but not centres mainly for the provision of organised games, swimming or athletics) (Sch 2, 55)</p> |

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 |
|---------------------------------------|--|
| No functions | 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 |
|---------------------------------------|---|
| No functions | 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 |
|---------------------------------------|--|
| No functions | 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 |
|--|---|
| Licences negotiated centrally by the Secretary of State for all publicly funded schools (Sch 2, 8); this does not require schools forum approval | No functions |

| Responsibilities held for all schools | Responsibilities held for maintained schools only |
|--|---|
| <p>Admissions (Sch 2, 9)</p> <p>Places in independent schools for non-SEN pupils (Sch 2, 10)</p> <p>Remission of boarding fees at maintained schools and academies (Sch 2, 11)</p> <p>Servicing of schools forums (Sch 2, 12)</p> <p>Back-pay for equal pay claims (Sch 2, 13)</p> <p>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)²</p> | |

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

Historic commitments

| Responsibilities held for all schools | Responsibilities held for maintained schools only |
|--|---|
| <p>Capital expenditure funded from revenue (Sch 2, 1)</p> <p>Prudential borrowing costs (Sch 2, 2(a))</p> <p>Termination of employment costs (Sch 2, 2(b))</p> <p>Contribution to combined budgets (Sch 2, 2(c))</p> | <p>No functions</p> |

Table 8i: Central services responsibilities held by local authorities (historic commitments)

²Funding 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.

Additional note on central services

Services set out in the tables above will also include administrative costs and overheads relating to these services (regulation 1(4)) for:

expenditure related to functions imposed by or under Chapter 4 of Part 2 of the 1998 Act (financing of maintained schools), the administration of grants to the authority (including preparation of applications) and, where it's the authority's duty to do so, ensuring payments are made in respect of taxation, national insurance and superannuation contributions

expenditure on recruitment, training, continuing professional development, performance management and personnel management of staff who are funded by expenditure not met from schools' budget shares and who are paid for services

expenditure in relation to the investigation and resolution of complaints

expenditure on legal services

Appendix C

There is a growth fund for £600k in 2017-18 and a falling rolls fund for £100k. The criteria for both schemes needs to be refreshed and agreed, together with assessing ongoing need. However, we suggest that Schools Forum approve the same level of allocations in 2018-19. This may be varied at the January 2018 meeting once we are certain of the allocations with the place planning service.

Appendix D Centrally retained budgets

a) Places in independent schools for non-SEN pupils – Proposed 2018-19 Budget £294k

2017-18 arrangement

The dedicated schools grant contributes £294k towards the education elements of looked after children in residential settings. Note, the DSG also contributes towards the costs of children with SEN in residential settings relating to the educational element within the high needs block.

2018-19 proposal

The LA proposes to continue to top slice the schools budget to contribute towards the educational cost of looked after children that Southwark is responsible for.

b) Admissions – Proposed 2018-19 Budget £673k

2017-18 arrangement

The Schools Forum agreed to retain funding to fund the LA's statutory functions in relation to the administration of admissions of pupils to schools. The funding is used to cover the staffing costs of the admissions team in relation to admissions and appeals.

The retained budget in 2017-18 was £673k

2018-19 proposal

The LA proposes to continue to retain funding of £673k in 2018-19; this is a statutory LA responsibility and therefore funding cannot be delegated to schools to carry out this function.

c) Servicing of Schools Forum – Proposed 2018-19 Budget £15k

2017-18 arrangement

The Schools Forum agreed to retain funding to cover the costs of servicing the Schools Forum operation including clerking and working groups.

2018-19 proposal

The LA proposes to continue to retain funding of £15k in 2018-19.

Appendix E

National copyright licences – EXTRACT from DfE

The Department has agreed with the following agencies to purchase a single national licence managed by the Department for all state-funded schools in England:

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

38. This means that local authorities and schools will no longer need to negotiate individual licences. There will be savings both in administration and in the overall cost of the licence. The Department will pay the cost, including VAT, to the agencies and will provide this as a service to local authorities at a charge. This means that local authorities can continue to reclaim VAT on the licences as they do now. These arrangements will cover academies as well as maintained schools, and we will allow local authorities to hold this money centrally rather than include it in school budgets.

39. We have sent local authorities details of the charge separately (because the figures are commercial in confidence) and will use the same process as in 2017 to 2018 to deduct the charge and issue each local authority with a VAT invoice. The amount charged nationally is around 2% higher than in 2017 to 2018 due to the rise in the number of pupils and inflation.

Appendix F

Service Details for Early Years Central Retention

Early Year Teams Staffing Costs £539k (2017-18 and 2018-19). The Local Authority is dependent upon the Early Years Block of the Dedicated Schools Grant to resource its statutory work in relation to early years education and childcare. These duties, as set out in the Childcare Act 2006 and subsequent guidance, include:

- a. Improving the well-being of young children (0 to 5) and reducing inequalities between them
- b. Securing sufficient childcare, so far as is reasonably practicable, for working parents, or parents who are studying or training for employment, for children aged 0-14 (or up to 18 for disabled children)
- c. Securing free early education for all three and four year olds and specified two-year-olds
- d. Undertaking the early years census - collecting information about individual children receiving early years provision and supplying it to the Secretary of State
- e. Funding early education places in all sectors using a locally-determined, transparent formula
- f. Securing information, advice and training to childcare providers;
- g. Providing information, advice and assistance to parents and prospective parents on the provision of childcare in their area
- h. Checking the eligibility of children to Early Years Pupil Premium any child a parent or provider has identified and Fund all eligible early years providers in local authority area at the national rate.

The Council's Early Years teams carrying out these duties include consultants and improvement officers working with schools, more than 100 private, voluntary and independent sector settings and more than 300 childminders, as well as staff managing termly headcounts and payments in respect of approximately 8000 children.

Early Help Service £391k 2018-19 (reduced from £557k in 2017-18). The Early Help Service is funded from a combination of mainly council core budgets and the Dedicated Schools Grant contributions from the schools block (behaviour services de-delegation), early years and high needs block.

The Early Help Service works with children, young people and families who are experiencing difficulties. The team provides a service for children who need extra help with their learning, social, emotional, behavioural, developmental and attendance needs. Services provided include:

- Locality Leads
- Education welfare (attendance and truancy);
- Support for 0-5 including through links to Children's Centres
- Educational psychology;
- Family Support;
- CAMHS Early Help Specialists (funded from CCG budget)
- Early years early intervention;
- Behavioural and mental health advice.

There are also significant links with early years and children's centres (£2.4m is entirely funded from the Council's core budget).