

**DRAFT MINUTES OF THE TRAFFORD FUNDING FORUM MEETING HELD ON
17th January 2017**

PRESENT:

Catherine Downing	Primary Maintained Head
Clive Searle	Primary Maintained Head
Louise Golamhossen	Primary Maintained Head
Wayne Hitchcock	Primary Maintained Head
Peter Linnett	Primary Maintained Head
Sharon Martin	Primary Maintained Head
Alison Kelly	Primary Maintained Head
Kate Markham	Primary Maintained Head
Rex Beech	Primary Governor (Wellfield Jnr)
Peter Baugh	Primary Governor (Wellfield Jnr)
David Bancroft	Primary Governor (All Saints)
Kath Scott	Secondary School Finance Manager
Kate Worsley	Secondary School Finance Manager
Rob Matthews	Private Voluntary and Independent
Dee McKenzie	Private Voluntary and Independent
Bev Owens	Special Academy
Lynda Thompson	Executive Head Pupil Referral Unit
Ruth Bancroft	Secondary Academy Director of Finance
Joanne Daley	Secondary Academy Business Manager
Stephanie Gill	Secondary Academy Head
Tim Garside	Secondary Academy Head
Gemma Tunstall	Secondary Academy Business Manager
Peter Brooks (Chair)	Secondary Academy Head
Mark Smallwood	Secondary Academy Head
Susan Denny	Trafford College
Sian Bloor	NUT
Dave Kitchen	NASWT

IN ATTENDANCE:

Anne Birch – Interim Director Standards, Quality and Performance
Cllr Michael Hyman – Executive Member for Children’s Services
Sarah Butters – Early Years Commissioning Manager
Graeme Bentley – Interim Head of Finance
Amy Nield – Senior Accountant
Anne-Marie Steadman – Senior Accountant
Michelle Perry – Accounting Technician (Clerk)

OBSERVER:

Anne-Marie McDowell – Stamford Park Infants
Donna Smalley – Altrincham College Education Service (Observer)
Cllr J Baugh

1. APOLOGIES:

Apologies were received and accepted for the following: Marie Holden, Ryan Chrysler, Linda Davison, Riffat Wall, Lyn Nichols, Ade Hallett, Judith Stott and Danielle Taylor.

2. INTRODUCTION

The Chair - Peter Brooks invited colleagues to introduce themselves and the sector that they represent.

3. MINUTES OF THE MEETING HELD 11th October 2016

The minutes were approved as an accurate record with no amendments.

4. MATTERS ARISING

i) Minutes 11th October 2016 – item 5 Redundancy

Wayne Hitchcock (Head St Mary's Primary Sale) asked for clarity around the issue of the redundancy monies passing back to schools and if the forum needed to vote on this matter rather than being an item to note as was recorded at the 11th October 2016 forum.

The chair advised that the LA can no longer keep the redundancy monies and they had to be passed back to schools. However, DFE guidance has since been released, allowing maintained schools to de-delegate such items. This will be covered in item 6.

5. Early Years Update

(i) Minutes of the Early Years Reference Group held 5th January 2017 - Item 4 (pink paper 1) Anne Marie Steadman (Senior Accountant) presented the minutes highlighting the key points to note as:

- Early Years consultation and the tight timescales – opened 16th December 2016 and closed 13th January 2017
- Early Years 2017/18 allocation had increased – this was due to the introduction from September 2017 of the increase offer of 30hpw.
- Introduction of a Universal base rate for both maintained and PVI settings
- Local authority allowed to retain 5% of Early Years Funding
- Free school meals will be provided for nursery children attending 15hpw over 2 days i.e. in attendance over the lunchtime period until March 2017.

Following this funding for the Early Years free school meals will be included in the base rate.

(ii) Responses to Trafford Early Years Funding Consultation

Sarah Butters (Early Years Commissioning Manager) – item 4 circulated a paper to the forum detailing the responses to the EY funding consultation. The key points for information are:

- Short turn around for consultation
- 95% of EY funding has to be pass ported to the maintained and PVI settings

- Introduction of universal base rate for both maintained and PVI settings
- Current rates are £3.72 PVI and £3.14 maintained – the difference in the rates is partly due to how school premises are funded and discretionary supplements currently available to individual sectors, e.g. Quality for PVI
- Introduction of a disability access fund at a rate of £615 per year per child in receipt of Disability Living Allowance
- No change to Early Years pupil premium – this will remain at 0.53p per hour per child and will remain payable on 15hpw. There will no increase in EYPP for the increased offer of 30hpw.
- 24 responses had been received – 9 schools and 15 PVI's

(iii) Proposal for Early Years Funding 2017/18

Sarah Butters circulated 2 papers to the forum – Early Years funding reform key decisions Appendix 1 (information and working papers around funding models) and a School funding forum key decisions paper.

Sarah asked the Forum to vote on the following matters:

- Should the LA retain 5% or 7% in 2017/18?
Result – 13 votes for 5%
No votes for 7%
Decision – retain 5%
- Should the quality supplement be retained for PVI providers? (Models shown in appendix 1)
Result – 11 YES votes
2 abstentions
Decision – retain quality
- How should the deprivation supplement be calculated? (Models A & B shown in appendix 1)
Result – 1 vote for model A (deprivation linked to hours)
7 votes for model B (flat rate per child)
5 abstentions
Decision – £3.85 per hour base rate with flat rate calculation for deprivation
- When should the universal base rate be implemented? (latest date being April 2019)
Decision – agreed April 2017 implementation of universal base rate

Sarah Butters agreed to carry out a further short consultation on the amount and method of distribution for the quality supplement for PVI providers.

6. DSG Overview

Graeme Bentley (Interim Head of Finance) presented item 5 (yellow paper 1) detailing the 2016/17 & 2017/18 DSG position. The 2016/17 main budget pressure within the DSG is predominantly from the High Needs block. The 2016/17 DSG

expected outturn is now expected to be better than £204k deficit reported at the 13th October Funding Forum and is now projected as £294k reserve.

High Needs has seen an increase in 2017/18 this is due to the population uplift.

Early Years has seen an increase in 2017/18 this is due to the increase to 30hpw for the free Education Entitlement. The schools block funding of £150m will run through the authority proforma tool provided by the EFA. GB advised that 2017/18 proposed funding rates are for noting. Kate Markham (Head Well Green) requested the data set used by the EFA to determine EAL numbers on the census.

The forum was advised that there has been a 75% reduction in the total ESG allocation. The DFE have allowed local authorities to retain some of their schools block funding to cover statutory duties that they carry out for maintained schools.

The 2017/18 schools block has a surplus balance of £765k it is recommended that the balance be added back to school budgets to provide additional funding to the schools. It is expected that a High Needs balanced budget can be set for 2017/18. The Chair congratulated the LA on the work carried out on High Needs budget to bring it back into balance in 2016/17.

The DFE 2nd stage NFF consultation closes 22nd March 2017.

Wayne Hitchcock (Head St Mary's Sale) asked for clarity around the apprenticeship levy. The Chair asked if the LA would provide clarity for schools on this matter.

Action: LA to circulate to maintained schools a clear instruction around the Apprenticeship Levy. Amy to send the requested EAL information to Kate Markham.

7. De Delegation & Schools in Financial Difficulty & Central Budgets

Anne-Marie Steadman made a verbal request for a consultation on how to distribute the schools in financial difficulty funding.

Graeme Bentley presented item 6 - the Primary representatives of the forum were asked to vote on the following areas and it was agreed that the following be de-delegated in 2017/18 as a one year decision.

Contingencies

Behaviour Support Service

Licences

Staff Costs

Redundancy

The Secondary representatives of the forum were asked to vote on Licences and Redundancy, it was agreed that Licences be delegated in 2017/18. This decision was superseded by emails from the 2 Secondary representatives asking that their votes be changed to de-delegated. The 2 Secondary representatives voted on redundancy 1 for delegate and 1 de-delegated no decision was reached. Anne- Marie Steadman

advised that they consult their Secondary counterparts and feedback their group decision. This was superseded by an email from Amy Nield stating that one vote was needed rather than each sector – at the forum 10 primary schools plus 1 Secondary school had voted to de-delegate. Therefore, a majority decision has been taken from this. Redundancy at £250k will be de-delegated in 2017/18. It was noted that any variation to the £250k redundancy monies would impact on the DSG reserve.

Decisions Secondary Schools: de-delegate licences and redundancy in 2017/18

The forum voted in favour of the LA retaining the £0.58m ESG.

The forum voted in favour of the 2017/18 headroom within the school block being distributed to schools.

The forum also approved the following centrally held budgets for 2017/18:

Schools Block central budgets	2017/18 £
Admissions	457,059
Growth Fund	400,000
Infant Class Size Funding	100,000
NQT Funding	50,000
Primary Targeted	100,000
School Funding Forum	9,726
Crucial Crew	8,765
Prudential Borrowing(*)	77,000
Gas Tests in Schools	9,217
Total	1,211,767

8. Update from High Needs Meeting

Graeme Bentley presented item 7 (blue paper 1) the minutes of the High Needs meeting held 28th November 2016 highlighting the key issue of the proposed revision to the existing top up bandings. It was agreed this be brought to the next Funding Forum and the Primary and Secondary Heads conferences.

Action: HN proposed SEN top up banding revision to be added to the agenda for the next Schools Funding Forum meeting to held on the 21st March 2017

9. Any Other Business

The Chair asked that views on the schools national funding formula be given to the Mainstream sub-group prior to their next meeting date of 24th January 2017.

The meeting closed at 6.15 pm.

Date of the next Funding Forum meeting: 21st March 2017 Room 1 Sale Conference Centre 4pm start.