

## **Schools Forum – 5<sup>th</sup> July 2016**

### **Growth Fund - Allocation of Funding 2016/17**

#### **Recommendations**

- 1) That the Schools Forum notes the allocations of Growth Funding and, where appropriate, the schools' financial self-declarations requested by Forum.
  - a. funding for Infant class size legislation: 3 primary schools;
  - b. funding for basic need growth: 2 primary schools for exceptional growth; 12 primary schools funded for planned growth; 4 secondary schools for exceptional growth
  - c. funding for basic need growth: rectification of underfunding for 2016/17: 2 primary schools

#### **Report of the Deputy Chief Executive and Director for People:**

#### **Why is it coming here – what decision is required?**

- 2) In February 2013, when Schools Forum agreed to establish Growth Fund criteria members asked to be advised of all funding allocations.
- 3) In October 2015, Forum agreed the 2016/17 Growth Fund budget of £95,000 to support compliance with infant class size legislation and £500,000 to support Basic Need growth in the population (with any underspend returned to the overall Schools Budget for 2017/18).
- 4) On 23 March 2016, Forum requested that schools that receive funding should complete a financial self-declaration for Forum.

#### **Reasons for recommendations:**

#### **5) Funding for Infant Class Size Legislation**

- a) In accordance with the infant class size criteria, £35,292 from the £95,000 budget will be allocated to 3 schools on the basis of an agreed number of infant teachers (see Appendix A for the schools' self declarations).
  - The Meadows Primary school, Newcastle  
£13,810 towards the cost of a 2<sup>nd</sup> infant class teacher
  - Ashcroft Infant and Nursery school, Tamworth  
£6,138 towards the cost of a 5<sup>th</sup> infant class teacher.
  - Tittensor CE (VC) First school, Tittensor  
£15,344 towards the cost of a 3<sup>rd</sup> infant class teacher.

## 6) Funding for Basic Need Growth

- a) **Funding for exceptional growth in primary:** In accordance with the Growth Fund criteria, £64,940\* will be allocated to 2 schools that worked with the LA to create additional classes in response to Basic Need growth (see Appendix B for the schools' self declarations).

- Bishop Lonsdale CE (VC) Primary School, Eccleshall  
£32,470\* for one additional Year 4 class teacher.
- Perton Sandown First School, Perton  
£32,470\* for one additional Reception class teacher.

*\* These figures are indicative as they based on the allocation for 2015/16; Finance are working to finalise the 2016/17 allocation.*

- b) **Funding for planned growth in primary:** Finance have streamlined the process for existing primary schools that have been permanently expanded and for year-on-year growth of brand new primary schools. This means that school budgets will be increased through the pupil-led funding process not separately through Growth Funding budget. On this basis, no self declaration has been sought from the eligible schools:

- Rykneld Primary School, Burton
- Victoria Community School, Burton
- St Modwen's Catholic Primary School, Burton
- Christ Church Primary School, Burton
- Scientia Academy, Burton
- Five Spires Academy, Lichfield
- Gnosall St Lawrence CE Primary Academy, Gnosall
- Veritas Primary Academy, Stafford
- Parkside Primary School, Stafford
- Two Gates Community Primary school, Tamworth
- St Giles' and St George's CE Academy, Newcastle
- Hempstalls Primary School, Newcastle

- c) **Funding for exceptional growth in secondary:** in accordance with the new Growth Fund criteria for middle and secondary schools, £129,880\* will be allocated to 4 secondary schools that worked with the LA to provide at least 5% of additional places in response to Basic Need growth (see Appendix C for the schools' self declarations).

- Paulet High School & Sixth Form College
- John Taylor High School – A Science and Leadership Academy
- Blessed Robert Sutton Catholic Sports College
- Abbot Beyne School

**7) Funding for Basic Need:** Rectification of underfunding for 2016/17

- a) Funding provided in readiness for the 2016/17 budget through Basic Need Planned Growth (6b) was underpaid by 5 places at Victoria Community School and 7 places at Christ Church Primary school. It has been requested that this shortfall be rectified through the Basic Need exceptional growth fund; the shortfall amount is £14,534 for Victoria Community School and £20,348 for Christ church Primary School.

**Total expenditure**

- 8) The allocation of £229,702\* for exceptional pupil growth (including the rectification of the underfunding for planned growth) is within the budget of £500,000. This represents an underspend of £270,298\* largely due to planned growth funding being allocated into school budgets through pupil led funding (see 6b. above). This underspend, along with the £59,708 underspend on infant class size funding will be carried forward for use in the Schools Budget 2017-18.

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## Appendix A – Infant Class Size Self-Declaration Responses Received - Summarised

Application for Infant Class Size Funding 2016/17 Self Declaration Form				Tittensor CE(VC) First School, Tittensor
Previous three financial years	* (a) Total revenue budget £ (incl. reserves)	* (b) Total expenditure/ actual spend £	%age between expenditure and budget (b/a)*100	<b>Commentary on the size and use of balances in each year</b> NB this is intended to allow schools to explain to Forum where balances are high
2015/16	422,660	386,242	91%	£56,680 revenue balances used to supplement budget. This academic year saw 16 pupils leave to middle school and only 9 enter reception leaving us with a shortfall of pupil numbers. In addition there was a lot of mobility in the Y1 cohort leaving us with only 9 pupils. We have over the year gained pupils however not enough to address the issue. We had rightly predicted numbers to rise again for the year 16/17 so staffing stability was vital. Governors were in support of not disrupting classes by reducing teaching staff as they believed this would be damaging to the schools reputation and possibly reduce numbers even further. We have this year supported a small cohort of 9 in Y1 but it has impacted on budget.
2014/15	439,060	406,320	93%	£25,870 revenue balances used to supplement budget. The reasons for this were: high proportion (over 25%) of SEN in our Y4 cohort so additional support had to be provided; member of staff on maternity leave; member of staff who had long term sickness; we employed a temporary teacher to ensure pupils had stability. Our budget was impacted through high staffing costs.
2013/14	395,330	380,412	96%	

\* As the year end for academies is 31 August the most recent year end for an academy will be 2014/15.

\*\* Where possible show the individual school budget and expenditure figures (but where necessary show pooled budget figures).

Commentary on the school's need for an allocation of infant class size funding for 2016/17
<p>Our lovely little rural church school has mixed classes. Numbers are small but growing and we anticipate this to be the case in future years. Currently we have a very small cohort in Y1 of only 9 pupils. To ensure stability in progress and also in parent view it is important to keep a teacher in front of each class and not have to combine and confuse year groups further. In coming years this does not look like it will be an issue as increasing numbers lower down school feed through we may even need to expand and consider another class. It would be very damaging to the school and progress if we cannot support the classes that we already have. Governors support the need to ensure stability with a careful eye on finances. Additional small class funding will enable us to do this.</p>

Application for Infant Class Size Funding 2016/17 Self Declaration Form				Ashcroft Infant and Nursery School, Tamworth
Previous three financial years	* (a) Total revenue budget £ (incl. reserves)	* (b) Total expenditure/ actual spend £	%age between expenditure and budget (b/a)*100	<b>Commentary on the size and use of balances in each year</b> NB this is intended to allow schools to explain to Forum where balances are high
15/16	671,130.00	666,800.42	99%	For the last few years reserves have been used to set the budget. There have been building issues that required work and I have made several bids and achieved joint funded projects for these. Staffing is highly skilled and we are able to achieve consistently high standards. Along with this are increased staffing costs of the majority of staff are now UPS. We have increasing numbers of pupils requiring additional support due to SEND and TA support has needed to be allocated in this way. To offset some of these costs we now run governor run wraparound provision and income from these last financial year came to around £34,000 before staffing costs but provides a small income. I have continued to identify where redundancies need to be made to ensure costs remain within the allocation of the financial resources.
14/15	666,810.00	643,601.00	97%	Numbers on roll have continued to decrease over the last couple of years. The decision was made to decrease the number of classes in Key Stage One from 4 classes to 3. Two classes remain in Reception due to infant class size restrictions. I sought advice whether I could create a Reception and Nursery unit but numbers were too high across the classes to do this.
13/14	624,400.00	596,368.00	96%	Redundancies were issued for TA posts and the previous Headteacher resigned from his post enabling the governors to appoint on a starting salary scale for a new Headteacher. This enabled the school to use the financial resources to carry forward in the next financial year.

\* As the year end for academies is 31 August the most recent year end for an academy will be 2014/15.

\*\* Where possible show the individual school budget and expenditure figures (but where necessary show pooled budget figures).

Commentary on the school's need for an allocation of infant class size funding for 2016/17
<p>The Headteacher and governors have made decisions to enable a budget to be set each year. We have made reductions in classes, staffing and made redundancies where possible. The funding application has been put forward to enable the school allocate the additional funding towards staffing costs. Numbers on roll have decreased over the last three years from 136 to 126 and will be 122 in September 2016. However a total of 41 reception pupils have admitted which means we require two teachers for these classes. We will have a total of 78 pupils across KS1 and 23 pupils in Nursery.</p>

*This School had already provided information during the infant class size application and therefore is presented in a different format.*

**Application for Infant Class Size Funding 2016/17  
Self Declaration Form**

**The Meadows Primary School, Newcastle**

Our PAN is 14. Our new intake for 2016 is just 10 pupils. It is not possible to organise our classes so that they are mixed with another year group due to the size of the other cohorts. For example in Class 2 there will be 27 pupils. The school has no alternative but to organise The Reception class as a single age class. If the class size legislation did not limit the class size to 30 all 36 pupils would be taught by one FTE teacher with 2 TAs. This would save a considerable amount of money.

Due to the unique physical restraints of the teaching space in the Reception class, a full time teacher and part time TA will be employed for just 9 pupils. The space is divided into 3 small areas by a chimney breast and dividing wall. Visibility is very poor and the toilets are not within this area. Children have to leave the classroom and walk down the corridor. For these reasons 2 members of staff are needed for the majority of the teaching time. As you will appreciate this is extremely costly and a disproportionate use of financial resources. We have consulted with the LA regarding the suitability of the interior layout, but unfortunately they have been unable to suggest an alternative or indeed support and adjustments to the building.

I have included budget information below which evidences the school's difficulties in setting a balanced budget. Currently our budget is being reduced each year by 1.5% under the minimum funding guarantee. The Meadows is very unique as it is housed in a privately owned building. We have a full repair lease and are charged £7800 rent per year. This is paid in full from the school's budget. Furthermore the school does not have a hall so we have to hire the community centre for PE and hire a coach each week to transport the children. This costs £4155 and is paid for directly from the school's budget. These various factors put additional financial pressures on the school, making our circumstances quite exceptional.

Year	Budget (inc. use of reserves)	Actual Spend	% Diff	Carry Forward	Salary Cost	% of Budget
2016-17	£484,989		0%		£366,500	76%
2015-16	£496,488	£465,728	94%	£30,759	£356,444	72%
2014-15	£482,399	£470,321	97%	£12,077	£362,617	75%
2013-14	£507,645	£478,089	94%	£29,555	£356,239	70%

The above figures reflect the school's struggle to manage a decreasing budget with significantly increasing staffing costs since 2014. The acceptable level of salary costs v budget is 70% and as you will note this is becoming increasingly more difficult to achieve. The following points should also be noted:

- A significant reduction in staffing costs has been achieved over the last twelve months by restructuring the school office and the lunch-time supervisors.
- Staffing costs are increasing for 2016-17 due to the introduction of the Living Wage and the withdrawal of the NI subsidy for employees on the Pension Scheme.

The school has also been unable to make any significant investment in its physical development, i.e. refurbish the library space, due to its limited funding. The budget has been spent on simply maintaining the status quo and ensuring that all areas comply with the latest Health and Safety requirements.

## Appendix B – Completed Self-Declaration Forms for Exceptional Growth in Primary Funding

Growth Fund Policy - 2016/17 Allocation Self Declaration Form				Bishop Lonsdale CE (VC) Primary School, Eccleshall
Previous three financial years	* (a) Total revenue budget £ (incl. reserves)	* (b) Total expenditure/ actual spend £	%age between expenditure and budget (b/a)*100	<b>Commentary on the size and use of balances in each year</b> NB this is intended to allow schools to explain to Forum where balances are high
16/17	769,210	111, 892.45	77%	Replaced DHT with two assistant heads, minimised support staff hours.
15/16	799,650	875,329.35	96%	Need for a non-teaching DHT for a short period of time.
14/15	832,630	861, 556.46	85%	Part of capital build, governors held balanced on account to add as necessary to the build size and quality e.g. refurbishment of the school kitchen, suspended ceilings in the corridors and carpeting.

\* As the year end for academies is 31 August the most recent year end for an academy will be 2014/15.

\*\* Where possible show the individual school budget and expenditure figures (but where necessary show pooled budget figures).

Commentary on the school's need for an allocation of Growth Fund for 2016/17
The growth fund allocation is required to fund one additional year 4 teacher.

Growth Fund Policy - 2016/17 Allocation Self Declaration Form				Perton Sandown First School, Perton
Previous three financial years	* (a) Total revenue budget £ (incl. reserves)	* (b) Total expenditure / actual spend £	%age between expenditure and budget (b/a)*100	<b>Commentary on the size and use of balances in each year</b> NB this is intended to allow schools to explain to Forum where balances are high
15/16	861,050  151,868 – rev 2,511 – cap 1,015,429 - total	831,583	97%	Savings made on staffing lines due to changes in leadership and to staffing structure. Balances required to contribute to project to improve Early Years outdoor provision and safeguarding measures. Funds committed for the purchase of a new server.
14/15	842,820  99,399 – rev 1,951 – cap 944,170 - total	790,351	94%	£21000 reserves needed to support budget due to impact on budget of low reception numbers in September 13. Staffing changes after budget set resulted in savings on costs. Balances used to change use of rooms to create additional classroom space for reception children due to increase in numbers in September 14
13/14	752,100 No information on reserves available	696,567	93%	Part funded project to improve school reception area and create meeting room

\* As the year end for academies is 31 August the most recent year end for an academy will be 2014/15.

\*\* Where possible show the individual school budget and expenditure figures (but where necessary show pooled budget figures).

Commentary on the school's need for an allocation of Growth Fund for 2016/17
School Organisation Team have requested school takes an additional 15 pupils and have given a temporary increase in PAN for September 2016. Additional funding required to maintain satisfactory staffing ratios, with a need for an additional teaching assistant and lunchtime supervisor. There is also a need for additional basic resources to ensure provision for the additional children in the class groups.



## Appendix C – Completed Self-Declaration Forms for Exceptional Growth in Secondary Funding

<b>Growth Fund Policy - 2016/17 Allocation Self Declaration Form</b>				<b>Paulet High School, Burton</b>
<b>Previous three financial years</b>	<b>* (a) Total revenue budget £ (incl. reserves)</b>	<b>* (b) Total expenditure/ actual spend £</b>	<b>%age between expenditure and budget (b/a)*100</b>	<b>Commentary on the size and use of balances in each year</b> NB this is intended to allow schools to explain to Forum where balances are high
15/16	4,186,923	4,058,031	97	Whilst we have identified a small contingent sum in our 2016/17 budget, we anticipate that our remaining revenue reserve will be exhausted by March 2018 as we increase staffing to meet the needs of our growing cohort. For Sept 2015 we were requested to increase our PAN to 150 from 130.
14/15	4,175,063	3,832,659	92	
13/14	4,173,983	3,765,500	90	

\* As the year end for academies is 31 August the most recent year end for an academy will be 2014/15.

\*\* Where possible show the individual school budget and expenditure figures (but where necessary show pooled budget figures).

<b>Commentary on the school's need for an allocation of Growth Fund for 2016/17</b>
See above comment re revenue reserve leaving us with very little by way of contingency in our revenue budget.

Growth Fund Policy - 2016/17 Allocation Self Declaration Form				John Taylor High School – A Science and Leadership Academy
Previous three financial years	* (a) Total revenue budget £ (incl. reserves)	* (b) Total expenditure/ actual spend £	%age between expenditure and budget (b/a)*100	Commentary on the size and use of balances in each year NB this is intended to allow schools to explain to Forum where balances are high
14/15	7,295,000 Res: 540,000	7,309,000 Res: 540,000	100.19%	£540k of reserves used to build 6 classroom block opened January 15
13/14	7,182,000	7,165,000	99.76%	
12/13	7,404,000	7,344,000	99.19%	

\* As the year end for academies is 31 August the most recent year end for an academy will be 2014/15.

\*\* Where possible show the individual school budget and expenditure figures (but where necessary show pooled budget figures).

Commentary on the school's need for an allocation of Growth Fund for 2016/17
In September 2015, JT was asked to take an additional FE and therefore the Yr 7 intake was 262 against PAN of 258 (increase of 13% on September 14 PAN of 232) and this will be the same for September 2016. This has resulted in additional classrooms, teaching periods and staff being required to cope with these numbers.

Growth Fund Policy - 2016/17 Allocation Self Declaration Form				Blessed Robert Sutton Catholic Sports College
Previous three financial years	* (a) Total revenue budget £ (incl. reserves)	* (b) Total expenditure/ actual spend £	%age between expenditure and budget (b/a)*100	<b>Commentary on the size and use of balances in each year</b> NB this is intended to allow schools to explain to Forum where balances are high
12/13	£3,638,890	£3,582,840	98.45%	706/50 (Pupils/Teachers) Used £40,860 of the reserve and £30k Lettings
13/14	£3,628,474	£3,737,314	103.00%	705/50 (Pupils/Teachers) Used £108,900 of the reserve and £30k lettings
14/15	£3,726,448	£3,825,770	102.67%	714/52 (Pupils/Teachers) Used £18k of the reserve and £35k lettings
15/16#	£3,404,910	£3,422,918	100.5%	#CFR not yet available, figures are based on SAP Used all reserve £42k to clear previous year's deficit and £30k sinking fund to support the budget, outturn £18k deficit

\* As the year end for academies is 31 August the most recent year end for an academy will be 2014/15.

\*\* Where possible show the individual school budget and expenditure figures (but where necessary show pooled budget figures).

Commentary on the school's need for an allocation of Growth Fund for 2016/17
Due to providing additional places for Year 7 for the 2016-2017 academic year, pressure has been placed on class sizes, teacher allocations, curriculum provision and support. The additional funding will help to alleviate some of these pressures by providing additional teacher and TA capacity.

Growth Fund Policy - 2016/17 Allocation Self Declaration Form				Abbot Beyne School
Previous three financial years	* (a) Total revenue budget £ (incl. reserves)	* (b) Total expenditure/ actual spend £	%age between expenditure and budget (b/a)*100	<p><b>Commentary on the size and use of balances in each year</b></p> <p>NB this is intended to allow schools to explain to Forum where balances are high</p>
15/16	4,326,016	3,915,346	91%	<p>Reserves have been used to smooth out the impact of</p> <ul style="list-style-type: none"> <li>a) Falling Roll</li> <li>b) Changes in the funding formula for Post 16 and Main Grant</li> </ul> <p>The school and governors have been very proactive in reducing costs whilst having to fund the running of a split site school with the duplication of costs that this entails.</p> <p>The following steps have been undertaken:</p> <ul style="list-style-type: none"> <li>a) Staff Redundancies</li> <li>b) Restructured Teaching Establishment – removal of several TLR positions</li> <li>c) Restructured Support Staff Establishment – several staff moved to term time only contracts</li> <li>d) Cost cutting in non-staff costs</li> <li>e) Limited capital investment</li> <li>f) Exploring the possibility of moving to 1 site</li> </ul> <p>The projected figures for 2016/17 are Revenue (inc. reserves) £ 4,108,259, expenditure £3,868,256 equals 94% and for 2017/18 Revenue (inc. reserves) £4,018,919, expenditure £4,016,655 equals 100%</p>
14/15	4,367,662	3,752,346	86%	
13/14	4,745,318	4,165,572	88%	

\* As the year end for academies is 31 August the most recent year end for an academy will be 2014/15.

\*\* Where possible show the individual school budget and expenditure figures (but where necessary show pooled budget figures).

Commentary on the school's need for an allocation of Growth Fund for 2016/17
<p>Abbot Beyne School has been asked by the authority to increase its PAN to meet the needs of the Pupil Place Plan in Burton and have accordingly put in place a staffing structure to meet this increased need.</p>