

# **DERBYSHIRE SCHOOLS FORUM**

**17<sup>th</sup> July 2024**

**4.45pm**

**County Hall, Committee Room 1**

## **AGENDA**

1. Apologies for Absence
2. Minutes of the Schools Forum meeting held on 29<sup>th</sup> January 2024 and actions arising. p.2
3. Insurance de-delegation p.16
4. School forum elections / constitution p.24
5. Update from Strategic Lead for Schools and Learning
6. I-Vengers Funding discussion
7. DSG 2023-24 Outturn p.30
8. School Rates Funding p.37
9. Change to Pupil Growth Fund 2024-25 p.40
10. What we have achieved for the Children

Please remember to send any apologies to  
[CAYA.BSHQSupport@derbyshire.gov.uk](mailto:CAYA.BSHQSupport@derbyshire.gov.uk)

**DERBYSHIRE COUNTY COUNCIL  
DERBYSHIRE SCHOOLS' FORUM**

**Minutes of the Meeting Held on 29th January 2024  
At County Hall, Matlock at 4.45pm**

**Present**

<b>Members</b>	<b>School / Organisation</b>
Alan Thomas	Northfield Junior School
Peter Johnston	The Village Federation
Julian Scholefield	Esteem MAT
Chris Greenhough	Swanwick School & Sports College
Emma Haywood	Alfreton Nursery School
Michelle Jenkins	Etwall Primary School
Karen Hayes	Esteem MAT
Keith Hirst	Brookfield Community School
George Wolfe	Curbar Primary School
Simon Redfern	St Ralph Sherwin CMAT
Deborah Turner	NEU
Peter Crowe	ASCL

<b>Substitutes</b>	<b>School / Organisation</b>
Cilla Hollman	Hadfield Infants School
Liz Seymour	Church of England Diocese - Derby

<b>Observers</b>	<b>School / Organisation</b>
Cllr Ruth George	DCC

<b>DCC Officers/others</b>	<b>School / Organisation</b>
Carol Cammiss	Executive Director, Childrens Services
Saranjit Shetra	Assistant Director, Education & Improvement
Sarah Bryan	Senior School Advisor (Early Years)
Andy Walker	CS & T Finance
Eddie Grant	CS & T Finance
Elena Beard	CS & T Finance
Phil Burrows	CS & T Finance
Ruth Lane	CS & T Finance

Peter Johnston chaired the meeting.

**24/01 - Apologies for Absence**

<b>DCC Officers/others</b>	<b>School / Organisation</b>
Jennifer Murphy	Hunloke Park Primary
Margaret Mason	Children 1st
Donna Hain	Redhill Academy Trust
Cllr Alex Dale	DCC
Canon Carolyn Lewis	Church of England Diocese-Derby
Cllr Julie Patten	DCC
Dan Careless	Director Schools and Learning

Donna Hain has resigned as a Academy mainstream representative of the Schools Forum.

### **24/02 - Minutes of The Schools Forum 11<sup>th</sup> December 2023**

The following points were raised;

Keith Hirst's name had been spelt incorrectly on page 4.

Saranjit Shetra pointed out that Helen Wallace was listed as Strategic Lead Childrens Services and is in fact Strategic Lead (ISS)

Deborah Turner pointed out she was listed as being present and given her apologies and she confirmed she was present.

Cilla Holman asked for clarification of a point on page 5 regarding Falling Rolls Fund. Eddie Grant confirmed that until 2024-25 Derbyshire have never qualified for a Falling Rolls Fund, but when they do it is a decision for the Schools Forum as to how it is used.

Peter Johnston confirmed that three action points listed in the minutes would all be covered in later items on the agenda.

No other matters arising were raised.

Eddie Grant advised the Forum that item 6 was the only item that requires members to vote, and the other items are for information only.

The meeting was quorate.

### **24/03 – Update from Strategic Lead for Schools and Learning**

Dan Careless, the Strategic Lead for Schools and Learning was unable to attend the meeting. Carol Cammiss said that a SEND restructure is progressing.

Peter Johnston said there had been a Schools Forum pre meeting which Dan Careless did attend at which they discussed the need to connect SEND finance and practical plans.

### **24/04 – Forum self-evaluation**

Peter Johnston presented the responses to the forum self evaluation, which are included in Appendix 1.

A few questions did not receive a majority of positive responses which are as follows:

- Is there a dedicated website link for schools forum, is it current and regularly updated? – Reply yes, [Derbyshire Schools Forum - Derbyshire County Council](#)

- Are the agenda and papers publicly available on the authority’s website at least 6 working days in advance of the meeting? – Papers and minutes are generally added after the meeting, agenda and papers will be added in advance in the future.
- If papers are tabled at the meeting, are they published on the website promptly after the meeting – Yes they are, but it seems most members were not aware of the website based on the answers above.
- Is there an induction pack or training programme available for new members? There isn't an induction pack at present and this will be addressed along with general training.
- Is there a system in place for a decision if votes are tied. Yes, the constitution states the Forum chair has the casting vote.

General comments included requests for training and that DCC representative be added to name plates.

Action point	Responsibility	Timeline
Forum agenda and papers to be added to website in advance of meetings	EG	Future meetings
Induction pack to be produced	PJ and LA team	19 June 2024 meeting
Name cards to amended with DCC Representative where appropriate	RL	19 June 2024 meeting
Include a training session on a future agenda	EG/PJ	A future meeting

### **24/05 – Update following DSG funding settlement 2024-25**

Eddie Grant presented an update for Schools Forum on the funding settlement for 2024-25 and the implications for Derbyshire's primary and secondary sector formula, Pupil Growth Fund (PGF) and Central School Services Block (CSSB) allocations. Eddie confirmed that income was broadly in line with expectations, the HNB had increased by 5% and the EYB had increased by 67.5% which was due to increased entitlements for younger children.

Eddie confirmed that due to the time lag between the DfE calculation of funding and confirmation of the October 2023 census data, we have a shortfall of £1.7m compared to the National Funding Formula multipliers. The LA has found £0.4m of this from Pupil Growth funding and the remainder has been found by paring back each multiplier by 0.18%. Minimum funding guarantee (MFG) remains at 0.5% as previously advised. The delegation rates have been updated.

Peter Johnston asked if this pare back has been advised to schools. Andy Walker replied that the information had only been received within the last 24 hours so schools in general have not been advised yet. To put this into context, a school with a £1 million budget will incur reduction of £1,800 compared with previous estimates.

No other comments were received from the floor.

## **24/06 – Schools Block Budgets 2023-24 – Pupil Growth & Falling Rolls Fund**

Eddie Grant presented the paper to seek Schools Forum approval for plans in principle for use of the Pupil Growth Fund (PGF) and Falling Rolls (FRF) for 2024-25, now that the final settlement figures are known.

PGF and FRF are matters for the Schools Forum to decide.

Eddie confirmed that the proposed allocation for the free school reserve and the support for infant class sizes had both reduced slightly since the last report being £0.05m for the former and £0.05m for the latter.

Forum members discussed in detail the FRF of £0.14m and school's eligibility to receive funding. Five criteria were listed in the report, the first was mandated by the DfE, with the remainder being recommended by the LA.

Points raised include;

- Criteria 2 and 3 were very broad brush not taking into account the reasons why schools may refuse admissions or exclude pupils.
- Falling rolls can be due to local issues.
- Do we know the reasons why particular schools are eligible
- Exclusions won't be a big factor in primary schools.
- Decisions could be made by a panel, for instance, finance in conjunction with admissions and education improvement service.
- Alternative provision schools are finding problems in returning pupils to mainstream schools.
- We would need to approve which schools are eligible now before redundancies are agreed, a process which is currently underway.
- Peter Johnston wanted to emphasise that he doesn't know who the 13 schools are on this list are as he may have a conflict of interest if he did.

Phil Burrows confirmed that between October 2022 census and the October 2023 census, 13 Derbyshire schools were eligible at a rate of £667 per pupil. Eligibility is most likely to be due to falling birth rates. The schools are all primary with the largest school having 126 pupils on roll. The fund only applies to schools who will need to make redundancies and these posts would need to be refilled within the next three to five years.

The decision of the Forum was to split all the money available amongst eligible schools using the criteria of;

- 1) Whether the school will need to make redundancies to contain spending within its formula budget and these posts would need to be refilled within the next three to five years.
- 2) Distribution will be based on those schools that have a 20% or greater reduction in their number on roll between the previous October and the current October at a rate of £667 per pupil.

Approval for the amended values for free school reserve (R1) and infant class sizes (R3) & FRF (R9) were by consensus and therefore, this completes all the Officer recommendations R1- R9 as the others are unchanged from December

### **24/07 – Early Years Block 2024-25**

Eddie Grant presented a paper to update the Schools Forum on the EYB announcements for 2024-25 and to seek approval to Central Early Years budgets for next year.

Eddie confirmed there was a significant increase in funding due to the additional 2 year old and nine months old provision commencing. The figures will be revised according to January 2024 and January 2025 census data. Teachers pay and pension grants have been rolled into funding. There is a passporting test which says 95% of funding should be passed to schools with a maximum of 5% held centrally and the DfE are looking to reduce the central figure to 3% in the future.

Section 2.2 sets out the proposed hourly rates and section 2.3 is the centrally held early years budgets and the LA is proposing to retain 3.31% which is down from the 3.63% held previously. Derbyshire's passporting rate is already approximately 97%.

There have been some comments raised about the two year old hourly rate for working parents which is to be set at £7.21 with the supplement of £0.32 for deprivation for any pupil that qualifies, due to the basic rate being less than the existing vulnerable 2 year old rate. If a pupil qualifies for EYPP they will qualify for the supplemented rate. Sarah Bryan confirmed that the 2 yr old rate is not actually a dip in funding and is generally an increase from what parents are currently playing.

A discussion then took place including questions regarding sufficiency of places within Derbyshire and it was confirmed the LA do sufficiency work anyway regardless of the new government offer and across the county we have enough places, although there may be shortages in specific localities. Some PVI contractors and schools are looking to increase their age range and therefore be able to accept younger children and the Local Authority is working to achieve sufficiency in all areas. Approximately 90% of the new offer is likely to be a transfer from fee paying children to DfE funded. The sufficiency assessments go to cabinet and are then published.

No further comments were raised from the floor and the Forum approved the central early years budgets proposed as set out in section 2.3 of the report.

### **24/08 – High Needs Block (HNB) 2024-25**

Eddie Grant firstly apologised for the late provision, earlier today, of this report of the HNB settlement for 2024-25, seeking the views of the Schools Forum on its proposed allocation.

He confirmed the Forum did not have a decision to make merely to give its views on the proposals.

As at the end of Q3, the HNB is forecast to be £11.4m over spent by the year end. This includes a 26% increase in EHCP's since the start of the financial year. As the DSG is already £4.775m in deficit as at the 1st of April 2023, the DSG deficit will increase. The DfE have confirmed that the legislation which keeps DSG balances separate from council reserves will end on the 31st of March 2026 and will not be extended. Local Authorities must take steps to ensure spending is kept within the grant available and that plans are in place to recover existing DSG deficits.

Chris Greenhough noted that in the top up budgets for 2024-25 for Derbyshire Special Schools were proposed at £19.2m and for independent/non maintained the figure was £22.5m. He added that there are 1,300 pupils in LA schools and asked how many were in independent schools as he expects their average cost to be higher. Eddie Grant replied he didn't have that information available but would provide it. Chris Greenhough pointed out that independent providers just set a fee structure and don't worry about the DSG. Phil Burrows confirmed there is a move towards providing extra special needs provision in Special Schools and this is part of the work Dan Careless is undertaking.

Peter Johnson asked for clarification of the contingency/savings figure of -£5.9m and it was confirmed these needed to be savings to stick within the £80.8m proposed for this area of the HNB budget.

Eddie Grant clarified that some GRIP's were being replaced with EHCP's, new GRIP's are no longer being approved and are being replaced by inclusion funding (IF) however, there are still some key stage GRIP's in place.

Peter Johnston asked how much of the 26% increase in EHCP's were pupils who moved from GRIP's to EHCP's as this was important for Schools Forum to understand. Julian Schofield added that Derby City are bringing back a form of GRIP into their funding model.

It was noted that from September 2024 there was an increase of 15 ERS places, 68 Special School places, and 150 PRU places. Karen Hayes confirmed that the increase in PRU places is due to the increase in exclusions in mainstream schools.

Eddie Grant confirmed that a transfer of up to 0.5% of SB funding to HNB was a possibility in future years and Deborah Turner mentioned that Schools Forum had agreed that in the past which hid the real HNB deficit.

Eddie Grant confirmed the proposed budgets outlined in the paper would go to cabinet members in March and that there was no inflation increase for top up funding in mainstream schools but an allowance of 1.4% increase approximately is included for special schools to match the schools block multiplier increases, meaning an approximate increase of 2.8% in total funding for Special Schools.

The Forum noted the report and had offered the views above.

Action point	Responsibility	Timeline
Confirm number of pupils in Independent/non-maintained provision	EG	June 2024 meeting

## **24/09 – Dedicated Schools Grant Monitoring 2023-24 – Quarter 3**

Eddie Grant presented the paper to provide the Schools Forum with the Q3 projected revenue budget out turn position of the Dedicated Schools Grant (DSG) for 2023-24.

He confirmed that most of the figures in this report had been covered in other papers on the agenda and that the main figures were the DSG deficit brought forward from 2022-23 was £4.775 million including offset funding by other earmarked DSG reserves.

The most significant area of the anticipated 2023-24 deficit of £10.723 million was they overspend of £11.47 million pounds in the HNB.

Saranjit Shetra pointed out that within Section 2.2.4 the EYB £0.044m over spend quoted is actually an under spend.

Peter Johnston confirmed he would like to see some sort of training for members included on a future agenda and would like to add as a standing item to future agendas of the question 'what have we achieved tonight for the children'. He felt the vote on the FRF would support individual small schools which would be very helpful and Karen Hayes said the explanation of early years funding had helped her to understand this area greatly.

Action point	Responsibility	Timeline
Add standing item to the agenda – What have we achieved for the children	EG	June 2024 meeting

The next meeting will be held on 19<sup>th</sup> June 2024 at 4.45pm in Committee Room 1 at County Hall, Matlock.

The meeting closed at 6.15pm

### **Summary of action points**

Action point	Responsibility	Timeline
Confirm number of pupils in Independent/non-maintained provision	EG	June 2024 meeting
Add standing item to the agenda – What have we achieved for the children	EG	June 2024 meeting



## Appendix 1

### 1. Please state your role

[More Details](#)

[Insights](#)

Local Authority	6
Member of forum	15



### 2. Are meeting dates set in well advance and details (including time and venue) published in an accessible manner to enable interested parties to plan their attendance?

[More Details](#)

[Insights](#)

Yes	20
No	1
Don't know	1



### 3. Are meetings timed to coincide with key dates? (for example, reporting of funding formula)

[More Details](#)

[Insights](#)

Yes	15
No	0
Don't know	7



### 4. Are meetings held in an accessible venue to enable observers to attend easily?

[More Details](#)

[Insights](#)

Yes	18
No	2
Don't know	2



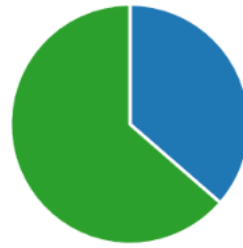
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5. Is there a dedicated website link for schools forum, is it current and regularly updated?

[More Details](#)

[Insights](#)

● Yes	8
● No	0
● Don't know	14



6. Are the agenda and papers publicly available on the authority's website at least 6 working days in advance of the meeting?

[More Details](#)

● Yes	4
● No	7
● Don't know	11



7. Are the papers published as a single document, so that users can download easily?

[More Details](#)

● Yes	19
● No	0
● Don't know	3



8. If papers are tabled at the meeting, are they published on the website promptly after the meeting?

[More Details](#)

[Insights](#)


● Yes	6
● No	0
● Don't know	16






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9. Are draft minutes published a reasonable time (for example, within 2 to 3 weeks) after the meeting, rather than waiting until the following meeting?

[More Details](#)


 Insights




 Yes	21
 No	0
 Don't know	1



10. Are the minutes clear and unambiguous, with sufficient detail to illustrate the discussions, without reporting verbatim every point made?

[More Details](#)

 Insights

 Yes	21
 No	0
 Don't know	1




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11. Is the constitution clear and appropriate?

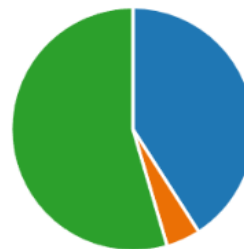
Including for example:

- a clear process for ensuring proportional representation
- the process for electing members and their tenure
- the timescale for review is clearly set out
- the process for dealing with repetitive non attenders

[More Details](#)

 Insights

 Yes	9
 No	1
 Don't know	12



12. Is there an induction pack or training programme available for new members?

[More Details](#)

[Insights](#)

Yes	1
No	3
Don't know	18



13. Is the election process clear and transparent? Representatives are elected only by the group they are representing, whether phase-specific for maintained schools, or by the proprietors of academies for academy members.

[More Details](#)

[Insights](#)

Yes	12
No	1
Don't know	9



14. Do the papers contain clear recommendations and indicate in a consistent manner whether the item is for information, consultation or decision?

[More Details](#)

[Insights](#)

Yes	21
No	0
Don't know	1



15. Is it clear to observers who attendees at the forum are representing? (for example, by use of name plates, indicating sector)

[More Details](#)

Yes	18
No	3
Don't know	1



16. Does the chair manage the meeting well, ensuring that all are able to contribute to the agenda items, that no bias towards any sector is evident and that no single person or organisation is able to dominate the discussion?

[More Details](#)

[Insights](#)

● Yes	21
● No	0
● Don't know	1



17. Is there inclusive participation in discussions for all phases and types of members?

[More Details](#)

[Insights](#)

● Yes	21
● No	0
● Don't know	1



18. Do members actively canvass views and objectively represent their whole peer group at the forum and provide feedback after meetings?

[More Details](#)

● Yes	7
● No	3
● Don't know	12



19. Where votes are required, is it clear who is eligible to vote for different items?

[More Details](#)

[Insights](#)

● Yes	16
● No	2
● Don't know	4



20. Where votes are required, are the arrangements for recording the votes clear and unambiguous?

[More Details](#)

[Insights](#)

● Yes	18
● No	0
● Don't know	4



21. Is there a system in place for a decision if votes are tied?

[More Details](#)

[Insights](#)

● Yes	2
● No	0
● Don't know	20



22. Is the operational & good practice guide used to regularly review the forum's adherence to good practice?

[More Details](#)

[Insights](#)

● Yes	1
● No	3
● Don't know	18



23. Any comments (please state the question number if your comment relates to a specific question)

[More Details](#)

4

Responses

Latest Responses

Comments:

- 4. If there was the facility to join remotely then this would be beneficial. 5. I am unaware of a website and have not been made aware of one. 12. If there is an induction pack then as a new member that would have been good to receive.
- Attendees name plates do not always include the sector they are representing. Not really sure if members canvass their peer group. It's certainly not obvious if they do.
- I have received no training and as a substitute member I am never aware whether I am entitled to a voice or a vote because I don't know who the other representatives in my category are.

# **DERBYSHIRE COUNTY COUNCIL SCHOOLS FORUM**

**19TH June 2024**

## **Proposed change to Local Authority Maintained Schools Insurance Arrangements from 2025-26**

### **1. Purpose**

- 1.1 To seek views from the Schools Forum about Derbyshire County Council's intention, subject to approval, to discontinue the schools insurance offer for Local Authority Maintained Schools (LAMS) from 31 March 2025.

### **2. Proposal**

- 2.1 The council proposes to discontinue offering insurance cover to LAMS with effect from 31 March 2025. This is because schools now have a more cost-effective choice of the government's Risk Protection Arrangement (RPA) and other commercial insurance alternatives which are readily available on the open market.
- 2.2 The de-delegation of funds for school insurance provided by the council will no longer be applied starting from the 2025-26 financial year.

### **3. Current position**

- 3.1 The council currently offers insurance cover for LAMS through its blanket insurance arrangements. The original purpose of this arrangement was to allow schools to obtain all necessary cover at a competitive rate with minimal administration compared with obtaining insurance directly on the open market.
- 3.2 In September 2014 the Department for Education (DfE) introduced the Risk Protection Arrangement (RPA) for academies. RPA membership was extended to LAMS from 1 April 2020. The arrangement is now well established and, at a price of £25 per pupil (2024-25), offers schools a comprehensive and cost-effective alternative to the council's current arrangements, together with the availability of valuable additional related services and support. Schools also have the option of obtaining bespoke insurance at competitive rates directly from the commercial market.
- 3.3 The council's insurance arrangements for schools are now unsustainable. As more schools convert to academy status there are



fewer schools to contribute to the Insurance Fund from which most claims are met. The cost of commercial insurance and claims is also increasing. This means that the council will need to substantially increase the charge per pupil for remaining schools to ensure sufficient funds are available in the Insurance Fund and to purchase commercial insurance to meet potential losses in this sector. In practice this means that from 1 April 2025 the cost per pupil would likely be more than £40 compared with £24.75 (excluding optional cover) this year.

#### **4. Risk Protection Arrangement**

- 4.1 The RPA is arranged and funded directly by the DfE and is open to all academies and LAMS to join. The cover provided by the RPA is like a standard school insurance policy. All claims are met directly from public funds and are handled by TopMark Claims Management Ltd on behalf of the RPA. The annual cost to a school is based on a per pupil or placement basis regardless of any claims.
- 4.2 In legal terms, the RPA is a 'discretionary mutual' risk protection arrangement. This means that schools are members of the RPA and the service is not regulated by the Financial Conduct Authority (FCA) or subject to other insurance regulation. While there is no contract of indemnity as found in commercial insurance policies (i.e. a legal obligation to pay a valid claim), each member does have a right to have its claim considered in accordance with the rules of the RPA and can reasonably expect that a valid claim will be paid.
- 4.3 As the RPA is not a commercial insurer it also has some discretion in settling losses which may fall partly or completely outside a typical commercial insurance policy, such as the principle of betterment. As part of DfE it can also offer its members advice, support and capital funding to help schools reduce their risk in areas such as crime prevention, fire, sustainable drainage systems (SuDS) and flooding. Members also have access to the CyberClan incident response service, available 365 days a year and 24 hours each day, to support schools manage incidents and recover from cyber-crime.
- 4.4 The RPA does not currently provide cover for engineering equipment (such as boilers and lifts) or motor vehicles. Schools would be expected to buy engineering equipment statutory inspection services. The DfE does provide schools with free and impartial advice and support in obtaining this and other services through its 'Get help buying for schools' procurement service.
- 4.5 Joining the RPA is a relatively simple process. Schools do not need to provide estate, buildings or contents valuations or a risk rating for the

school as the arrangement operates on a 'no material facts disclosure' basis. There is no annual renewal process. Once signed up, the cover remains in place until the school decides to withdraw from the RPA. A new price per pupil (or per place for special schools and pupil referral units) is set from 1 April each year.

- 4.6 The council is satisfied that the cover provided by RPA is sufficient to cover its own insurable interests in relation to schools. Schools joining the RPA therefore do not need to demonstrate to the council that adequate cover is in place.
- 4.7 The appendix gives a broad comparison of cover provided by the RPA with the existing DCC policy. Links to further information about the RPA, including membership rules and full details about the cover offered, are provided in the background papers section below. Further information about the council's full policy details can be provided on request if required.

## **5. Commercial insurance**

- 5.1 LAMS alternatively may choose to obtain their insurance cover from commercial suppliers on the open market. This is the responsibility of each school and would be organised through an insurance broker with experience of the education sector or directly with an appropriate insurance company.
- 5.2 The school would have a contract with the insurance company and be subject to strict cover limits and typical insurance industry terms and conditions, governed by the FCA and other insurance regulations. Such policies come with much stricter requirements than the RPA and a greater administrative burden on schools in demonstrating their risk status and applying annual renewals.
- 5.3 A school obtaining insurance from the commercial sector also would be bound by the requirements of 'The Derbyshire scheme for financing schools' (Section 10). This requires the school to provide reasonable evidence to the council that the proposed insurance offers parity of cover with a standard school insurance policy (such as currently offered by the council). The council may also specify a minimum level of cover based on the specific risks to the school, and for the insurance to be taken out in the joint names of the Governing Body and County Council.

## **6. Council support**

- 6.1 The council will assist schools in making the transition to the new arrangements up to 31 March 2025. The council will no longer offer specialist insurance advice to schools after this date which would need to

be obtained directly from the RPA, a broker or commercial insurance company. Discretionary risk management funding support for schools will also end on 31 March 2025.

- 6.2 The council will continue to handle residual insurance claims matters from 1 April 2025. All valid claims occurring in the years covered by the council's insurance policies up to 31 March 2025 will continue to be handled by the council and its insurers.

## **7. Next steps**

September 2024 – Communication to all schools currently buying insurance from the council summarising the action that must be taken for insurance cover from 1 April 2025.

October 2024 - Presentation to the Schools Forum on the RPA and the commercial insurance market for the education sector.

31 January 2025 – Latest date for schools to advise the council if they intend to obtain commercial insurance from 1 April 2025. Schools do not need to advise the council if they are joining the RPA.

## **8. Background papers**

[The Derbyshire scheme for financing schools](#)

[Risk Protection Arrangement \(RPA\) pre-recorded webinar](#)

[RPA - Making a claim, summary and full details of cover and membership rules](#)

[Looking to review your school's insurance? Check out the benefits of RPA – DfE's alternative to commercial insurance – Buying for Schools \(blog.gov.uk\)](#)

## Summary of cover

This table gives a broad comparison of cover provided by the RPA and the council's policy. Full details of each cover are shown in the RPA membership rules and council's insurance policy document.

Note: Some of the council's limits are higher than the RPA as the policy also covers other council assets and risks. The RPA limits are sufficient for schools.

Type of risk	RPA Limit	DCC Limit
<b>Material damage</b>	Reinstatement value of the property	Reinstatement value of the property
<b>Business interruption</b>	£10 million for any one loss	Various, up to £250,000, increased cost of working, £25 million
<b>Employers' liability</b>	Unlimited	£50 million for each incident
<b>Third-party liability</b>	Unlimited	£50 million for each incident
<b>Governors' liability</b>	£10 million for any one loss and in any one membership year	£50 million for each incident

Type of risk	RPA Limit	DCC Limit
<b>Professional indemnity</b>	Unlimited	£5 million
<b>Employee and third-party dishonesty</b>	£500,000	£10 million
<b>Money</b>	Various, including cash on premises or in transit, £5,000	Various, up to £1,000
<b>Personal accident</b>	Death and capital benefits, £100,000	Death and capital benefits (adults), up to £60,000; death and capital benefits (children), up to £30,000
<b>United Kingdom travel</b>	Baggage and money, £2,000 per person; cancellation, £1,000 per person	Emergency travel expenses, up to £10,000; consultancy assistance, unlimited; virtual medical care, unlimited; missed departure, up to £2,500
<b>Overseas travel, including winter sports</b>	Includes baggage, £2,000 in total per person (inner limits apply); money, £750 per person; medical expenses, £10 million; cancellation, £4,000 per person; legal expenses.	Cancellations, curtailment, disruption, and replacement, up to £5,000; winter sports, up to £250; money, up to £1,000; medical, hospitalisation and emergency travel expenses, unlimited; on-going medical treatment,

Type of risk	RPA Limit	DCC Limit
		up to £10,000; legal expenses, up to £50,000
<b>Legal expenses</b>	£100,000 for any one loss and in any one membership year	Not covered
<b>Cultural assets</b>	£10,000 for any one cultural asset or £250,000 for any one multiple loss	Reinstatement value of the asset
<b>Cyber cover</b>	<p>£250,000 for any one loss and in any one membership year.</p> <p>Where a member is part of a group network with other RPA members, the maximum aggregate liability is £750,000 in any one membership year for the group network.</p>	Not covered
<b>Motor</b>	Not provided. Support provided to purchase this cover.	Commercial vehicles, £10 million; private vehicles, £50 million

<b>Type of risk</b>	<b>RPA Limit</b>	<b>DCC Limit</b>
<b>Engineering</b>	Not provided. Support provided to purchase this service.	Damage to property/ equipment, £1 million
<b>Terrorism</b>	Not covered	Reinstatement value of the property

## **SCHOOLS FORUM CONSTITUTION**

**December 2021**

Following a meeting of the Council's Cabinet on 30<sup>th</sup> July 2020, decisions on changes to this Constitution have been delegated to the Executive Director for Children's Services in consultation with relevant Cabinet Members.

The Derbyshire Schools Forum shall be constituted as follows:

### **LA Maintained School Members (11, including one temporary)**

The school places to be made up as follows:

Primary Schools - 7  
Secondary Schools - 2  
Special Schools - 1  
Nursery Schools - 1

One of the mainstream places is now temporary following shifts in the ratio of pupils in the maintained and academy sectors. The figure will reduce back to 10 when a suitable vacancy arises and the balance between the maintained and academy sectors justify this.

Representatives of the above sectors to be split equally between heads (or other senior school staff members\*) and governors. In the event the places total is an odd number, the number of head teacher places will exceed that of governors by one. Places to be elected by the relevant constituent groups (Head teachers and Governing Bodies).

\* The term "other senior school staff member" is defined as a principal, deputy head teacher, bursar or other person responsible for the financial management of the school. School governor representatives will usually need to have an interest and some experience in schools' funding matters and will, therefore, normally be the Chair of Governors or the Chair of the Governors' Finance Committee. Other Governors with financial expertise and interest may, however, be put forward for election.

### **Academy School Members (11)**

Of the above total, 1 place is reserved for a MAT which includes a Derbyshire special school and 1 place reserved for a MAT which includes a Derbyshire PRU.

The balance of the mainstream places will be filled following an election process determined by academy proprietors. References to academies are deemed to include all academies, irrespective of type or phase, Free Schools, University Training Colleges and Studio schools.

The local authority ("LA") will set a due date for any vacancies to be filled, if for



any reason no election is held the LA will appoint an academy representative.

Any academy Trust may have no more than two representatives on the Schools Forum at any time.

### **Non School Members (7)**

3 union representatives, nominated jointly by recognised unions with membership working in schools;

1 Church of England Diocesan representative; and

1 Roman Catholic Diocesan representative.

The Church of England Diocesan representative will be nominated by the Diocesan Director of Education. The Roman Catholic Diocesan representative will be nominated jointly by the Nottingham and Hallam Catholic Dioceses.

1 16-19 representative - eligible institutions are those in the FE sector (FE and sixth form colleges) and other post-school institutions that specialise in SEN and LDD provision (ISPs), where 20% or more of their students reside in the authority's area.

1 representative from the non-maintained early years' sector nominated by the County Council.

### **Elections – Maintained Schools**

Where the number of applicants exceeds the number of places/vacancies the Executive Director for Children's Services will organise an election amongst each constituency group (i.e. Heads or Governors). In the event that an election results in a tie, the local authority will appoint the schools member. In these circumstances the appointment may be someone other than one of the election candidates as the local authority may wish to take into account the expertise of the individuals and/or the existing balance of different types of school represented on the Forum.

If for any reason an election hasn't taken place by a specified date, the Authority will appoint the schools member. If no applications are forthcoming the LA may appoint a schools member.

Elected Members who are governors may be put forward for election by their schools as school members of the Forum.

### **Observers**

In addition to the voting members of the Forum, there will also be a fixed number of non-voting observers entitled to attend and speak at meetings, as follows:

4 elected members of the County Council, 3 majority and 1 minority group, to be nominated by the County Council;

1 Representative from the Education and Skills Funding Agency

### **Functions of the Forum**

The LA will consult the Schools Forum in advance on all issues relating to the funding of schools, including:

- the arrangements made for the education of pupils with special educational needs;
- the arrangements for the use of Pupil Referral Units and the education of children otherwise than at school;
- arrangements for Early Years education;
- arrangements for insurance;
- approving revisions to the LA's scheme for the financing of schools;
- administrative arrangements for the allocation of central government grants to schools via the LA;
- arrangements for free school meals;
- any arrangements proposed for the issuing of any invitation to any contractor, to tender for supplies and services, paid for out of the overall Schools Budget;
- any changes proposed to the schools' funding formulae and the financial effects of any such changes;
- determining the level of Early Years and Central School Services Block central spend;
- if permitted by national regulations, local variations to the application of the Minimum Funding Guarantee; and
- any other such areas of school funding required by regulation or at the discretion of the local authority.

The Forum will offer a view to the LA on all matters referred to it by the LA.

### **Terms of Office**

A general election of schools' representatives to the Forum will normally take place every four years, the next such election being for appointments from September 2024 to August 2028.

Membership of the newly elected Forum will commence from 1<sup>st</sup> September following the election. The term of office of an individual elected school or academy representative will expire when the member concerned ceases to hold the office by virtue of which they became eligible for election to the Forum, or on 31 August following a general Forum election, whichever is the sooner.

The appointment of non-schools representatives and observers will end when the LA receives notification from the nominating body or a direction from the Secretary of State.

## **Elections**

If a maintained school member resigns from the Forum, the Executive Director for Children's Services will seek expressions of interest from the relevant constituency. If more than one nomination is received then the Executive Director will organise an election. The process of seeking expressions of interest and, if necessary, undertaking any subsequent election, should be completed within 90 school days from the date of resignation. If no election has been completed by the relevant date, or in the event of a tie, the LA will appoint the member(s).

The period of office of the successful candidate will last until the end of the current term.

The member(s) representing academies do not have to be a Principal or a Governor, it is for the academy proprietors to determine their own arrangements.

For academies the Executive Director will set a date by which any vacancy must be filled. The basis for determining the election is a matter for academy proprietors. If no election has been completed by the relevant date, or in the event of a tie, the LA will appoint the academy member(s).

## **Election of Chair and Vice Chair**

The Forum shall elect a Chair and a Vice Chair from within their Membership. All members, schools and non-schools (but not observers) are eligible to be elected to these positions.

The period of office will normally last for two years. The Chair and Vice Chair are eligible to stand for re-election.

## **Quorum**

The quorum for a meeting of the Schools Forum shall be 40% of the voting members excluding any vacancies. Any recommendation to the LA from a quorate meeting of the Schools Forum will require the LA, under the relevant regulations, to give full consideration to that recommendation before making any decisions.

A non-quorate meeting of the Schools Forum may still make recommendations to the LA but it will be for the LA to determine what weight to give to any recommendations emerging from such a meeting.

## **Substitutes**

For Governor and Head teacher representatives, the Executive Director for Children's Services will maintain a list of nominated substitutes for each school phase and academies. For primary and secondary schools and academies the number of substitutes shall not exceed the number of places for that phase. Nursery and special schools will be allowed to nominate one substitute.

Where the number of school applicants exceeds the number of places, the Executive Director for Children's Services will agree the list taking into account the current membership of the Forum and the views of Chair. The list of substitutes will be updated every four years in line with the general Forum election.

Where a Forum Member is unable to attend a meeting, it is their responsibility to organise a substitute from the approved list and notify the LA of the change, prior to the meeting whenever possible.

### **Meetings**

The Derbyshire Schools Forum will meet a minimum of 4 times per year. Venues, dates and timing of the meetings shall be a matter for the Forum itself to determine. Meetings can be held remotely, until 31 March 2021.

The Cabinet Member for Young People and the Executive Director for Children's Services or their representatives will be entitled to attend and speak at any meeting of the Forum.

Members and observers of the Forum will be given at least 7 clear days' notice of meetings. Notice of meetings, at least 7 days in advance, will also be given to the Cabinet Member and the Executive Director for Children's Services.

The Forum is free to determine whether any other person should be invited to attend one of its meetings for a particular issue, but the Forum, for the purposes of quorum and voting, remains as specified in the Constitution.

The venue, dates and times of all meetings of the Schools Forum shall be published at least 7 days before the meeting.

### **Public Access**

The non-confidential part of the Forum agenda shall be open to the public to attend but not speak. The press and public will be excluded from any confidential agenda items.

### **Clerking**

The Executive Director for Children's Services will arrange for administrative and clerical support for the meetings of the Schools Forum.

### **Proceedings**

Any question to be decided will be determined by a majority of the votes of the members who are entitled to vote and who are present at a meeting, provided that the meeting is quorate. Where votes are equal the Chair may exercise a casting vote.

All agendas for meetings of the Schools Forum will include an item inviting members and observers to indicate any interest in any matters under discussion. Where an interest exists, the definitions of personal and prejudicial interest, which are used by Elected Members, and the procedures which then follow, will operate.

Minutes of all Forum meetings will be drawn up and agreed by the Chair, subject to the approval of Forum Members, at the next meeting.

The Clerk to the Forum will be responsible for ensuring that minutes of the meeting are circulated widely.

The Forum may choose to appoint Sub Committees to examine any matters put before the Forum by the LA, but the final response to the LA must come from a quorate meeting of the full Forum.

### **Urgent Business**

In the event that the local authority has urgent business to agree with its Schools Forum, the LA will determine whether to resolve the issue by e-mailing Forum Members or by calling an unscheduled meeting. The approach will be determined by the LA following discussion with the Chair and/or Vice Chair of the Forum.

### **Members' Expenses**

Members of the Schools Forum shall be entitled to receive reasonable expenses incurred as a result of their attendance. Expenses to be paid shall be in line with existing arrangements for such bodies existing elsewhere in the County Council. The Forum itself may make recommendations to the LA to extend or amend the framework of expenses which may be claimed by its members. It will then be for the LA to determine whether to amend the expenses framework.

Observers will look to their nominating body for reimbursement of any expenses, which will not be rechargeable to the Forum.

### **Cost of the Forum**

All costs of operating the Schools Forum, including the administrative costs for venues and clerking and members' expenses, will be charged to the Schools Budget.

**Joint Report of the Executive Director for Children’s Services  
 and the Director of Finance & ICT**

**Dedicated Schools Grant 2023-24 – Outturn**

**1. Purpose of the Report**

To provide the Schools Forum with the final position of the Revenue Budget outturn position of the Dedicated Schools Grant for 2023-24.

**2. Information and Analysis**

**2.1. Outturn Summary**

**2.1.1 Opening position**

The net total DSG deficit brought forward from 2022-23 was £4.775m, which represents an accumulated overspend against the allocated grant of £8.041m, partially offset by other earmarked DSG reserve funds, as shown below.

<b>Reserve</b>	<b>Balance at 1<sup>st</sup> April 2023</b>
	£m
Uncommitted DSG	(8.041)
Support for pupils in schools	0.107
New Schools pre & post opening grants	3.003
Early Years contingency	0.156
<b>Total</b>	<b>(4.775)</b>

**2.1.2 In-year results**

The Dedicated Schools Grant (DSG) income due to the Authority in 2023-24 totalled £391.845m. The Revenue Budget Monitoring Statement shows year-end expenditure of £404.015m. Both of these figures exclude monies recouped from the LA’s gross DSG by the Education and Skills Funding Agency (ESFA), funds which are subsequently paid directly by the ESFA to academies. Overall the 2023-24 DSG in year overspend was £12.170m.

The significant areas of expenditure and income are shown in the table below:

DSG Block	Approved* Budget	* Expenditure	Over/ (Under) Spend
	£m	£m	£m
Central School Services Block	4.412	4.137	(0.276)
Pupil Growth Funding	1.105	0.306	(0.799)
Re-pooled school funding	4.381	5.504	1.124
Early Years Block	45.216	44.181	(1.035)
High Needs Block	111.462	124.618	13.156
Schools Block	550.016	550.016	0.000
<b>Total Expenditure</b>	<b>716.592</b>	<b>728.762</b>	<b>(12.170)</b>
<b>Dedicated Schools Grant</b>	<b>(717.226)</b>	<b>(717.226)</b>	<b>0.000</b>
<b>(Surplus)/Deficit</b>			<b>(12.170)</b>

\*Figures are shown before recoupment of academy funds by the ESFA.

## 2.2. Key Variances

- 2.2.1. **Central School Services Block (£0.276m u/s)** - School Forum agreed to leave £0.259m unallocated and thus available to help support the Authority's deficit recovery plans.
- 2.2.2. **Pupil Growth Fund (£0.799m u/s)**. School Forum agreed to leave £0.383m unallocated and thus available to help support the Authority's deficit recovery plans. The balance of the underspend relates to allocations to support schools to meet KS1 pupil/teacher ratios being below the allocated budget.
- 2.2.3. **Re-pooled school funding (£1.124m o/s)** – This relates to those services/functions funded by monies de-delegated or top-sliced from schools' budgets. The overspends relate to Insurance (£0.611m), Contingency (£0.175m), Maternity (£0.119m) and School Improvement (£0.194m).
- 2.2.4. **Early Years Block (£1.035m u/s)** – The underspend predominately relates to the funding to Early Years and Childcare providers for 2, 3 & 4 year olds. Retrospective changes to the allocation for Jan 23 census data (£0.556m) and an anticipated adjustment for the Jan 24 census (£0.312m) have not seen a corresponding rise in payments made to providers.
- 2.2.5. **High Needs Block (£13.156m o/s)** – Appendix 1. shows a more detailed breakdown of High Needs Block spending for 2023-24 compared to the budget allocations.

Areas where support for children and young people have been increasing above the initial estimates prepared for budget setting are:

- Element 3 top up payments in respect of mainstream secondary, primary and nursery school children were £2.311m above the approved budget.
- Element 3 top up payments in respect of children receiving their education in Derbyshire special schools and alternative provision (AP) exceeded the approved budget by £2.928m.
- Element 3 top up payments in respect of children receiving their education in other local authority special schools exceeded the approved budget by £1.292m.
- Element 3 top up payments in respect of children receiving their education in independent and non-maintained placements exceeded the approved budget by £6.558m.

The individual overspends listed above are partially offset by an underspend on central support services and other budgets of £1.002m.

## 2.3 Impact

The overall DSG balances as at 31<sup>st</sup> March 2024 are as follows:

<b>Reserve</b>	<b>Balance at 31<sup>st</sup> March 2024</b>
	£m
Uncommitted DSG	(20.255)
New Schools pre & post opening grants	3.171
Early Years contingency	0.139
<b>Total deficit</b>	<b>(16.945)</b>

The DfE have included provisions in the School and Early Years Finance (England) Regulations 2021 that a DSG deficit must be carried forward to be dealt with from future DSG income, unless the Secretary of State authorises the LA not to do this.

## 2.4 Individual School Balances

Collectively, local authority schools overspent in-year by a total of £0.924m after allowing for a reduction of £1.280m due to schools converting to



academy status. The following table shows an analysis of schools' balances as at 31 March 2024 compared with the position at 31 March 2023.

	Nurs	Prim	Sec	Spec	Total
	(£m)	(£m)	(£m)	(£m)	(£m)
<b>Balance as at 31 March 2024</b>	<b>0.347</b>	<b>26.794</b>	<b>1.714</b>	<b>1.700</b>	<b>30.555</b>
Balance as at 31 March 2023 – schools remaining maintained	0.400	28.031	2.110	0.939	31.479
Balance as at 31 March 2023 – schools converted to academy in 2023/24	0.000	1.113	0.776	0.000	1.889
Net Increase/(Decrease) (£ million)	(0.053)	(2.350)	(1.172)	0.761	(2.813)
	Nurs	Prim	Sec	Spec	Total
	(£ million)	(£ million)	(£ million)	(£ million)	(£ million)
March 2024 surplus balances (£ million)	0.352	28.375	2.204	1.700	32.631
March 2023 surplus balances (£ million)	0.417	28.858	2.663	1.027	32.967
March 2024 deficit balances (£ million)	0.005	1.581	0.490	0.000	2.076
March 2023 deficit balances (£ million)	0.018	0.828	0.553	0.089	1.488

In addition to the £30.555m held by schools, £0.541m was held in the Schools' Capital Reserve account. This reserve holds earmarked funds for future capital developments at individual schools in order to minimise the distorting effect of holding these funds within their own school balances.

### 3 Background Papers

Held on file within Corporate Services and Transformation Department.  
Officer contact details – Eddie Grant, eddie.grant@derbyshire.gov.uk.

### 4 Officers' Recommendations

That the Schools Forum notes

- (i) the report and the overspend for 2023-24 DSG
- (ii) the increase in the accumulated DSG deficit
- (iii) The position in regards of school balances

**Carol Cammiss**  
**Executive Director**  
**for Children's Services**

**Mark Kenyon**  
**Director of**  
**Finance & ICT**

**Report Author:** Eddie Grant

**Contact Details:** X38748

## Appendix 1 - High Needs Block Expenditure 2023-24

	Budget	Outturn	Year End Variance - (under) /over spend
<b>Places / School budgets</b>			
HNB - Special Places	4,679,459	4,679,459	0
HNB - ERS Places	634,500	634,500	0
HNB - P16 SEN in maintained schools	29,000	29,000	0
HNB - Spire lodge SLA	220,508	220,508	0
HNB - EY Schools	126,312	126,312	0
HNB - Recoupment	12,059,334	12,059,334	0
	17,749,113	17,749,113	0
<b>Top-ups</b>			
HNB - Nursery Top-ups	657,310	1,144,757	487,447
HNB - Primary EHCP Top-ups	11,261,633	11,570,090	308,457
HNB - Primary GRIP Top-ups	5,383,823	3,003,215	(2,380,608)
HNB - Primary IF Top-ups	0	3,061,872	3,061,872
HNB - Secondary EHCP Top-ups	9,310,673	10,132,979	822,306
HNB - Secondary GRIP Top-ups	963,345	753,505	(209,840)
HNB - Secondary IF Top-ups	0	221,343	221,343
HNB - Special Top-ups - Derbyshire Schools & Academies	17,897,192	19,278,831	1,381,639
HNB - Special Top-ups - Other LAs	7,070,641	8,362,171	1,291,530
HNB - Special Top-ups – Independent / NM schools	17,318,130	23,875,569	6,557,439
HNB - Post 16 Top-ups	4,490,901	5,561,299	1,070,398
HNB - PRU Top-ups	2,748,135	4,294,439	1,546,304
	77,101,783	91,260,068	14,158,285
<b>Other</b>			
HNB - Access & Inclusion	105,000	149,744	44,744
HNB - Behaviour Services	2,000,127	2,136,784	136,657
HNB - Behaviour Support - TAPS	424,538	40,704	(383,834)
HNB - Inclusion Pathways	887,311	691,892	(195,419)
HNB - Inclusion Pathways - OOST	1,250,152	1,375,707	125,555
HNB - Inclusion Pathways - TMP	826,588	1,075,159	248,571
HNB - Inclusion Pathways - Virtual classroom	210,217	236,975	26,758
HNB - Inclusion Pathways - Hasland	16,345	6,503	(9,842)
HNB - Hospital Tuition	110,000	22,802	(87,198)
HNB - Primary Exclusions	(71,000)	(123,977)	(52,977)

	Budget	Outturn	Year End Variance - (under) /over spend
HNB - Secondary Exclusions	(365,000)	(664,631)	(299,631)
HNB - PRU to Provision Transport	100,000	0	(100,000)
HNB - Virtual School	1,168,944	1,092,119	(76,825)
HNB - Ed Psychologists	400,000	0	(400,000)
HNB - Specialist SEN Services	2,273,201	2,331,878	58,677
HNB - SSEN	5,033,848	5,116,114	82,266
HNB - Community Care worker posts	87,722	87,722	0
HNB - Other	1,613,303	1,620,284	6,981
HNB - Contingency	450,000	412,758	(37,242)
HNB - Unallocated	89,666	0	(89,666)
	16,610,962	15,608,537	(1,002,426)
<b>Total HNB</b>	<b>111,461,858</b>	<b>124,617,718</b>	<b>13,155,860</b>

**Schools Forum****17<sup>th</sup> July 2024****Joint Report of the Executive Director for Children's Services &  
Director of Finance and ICT****School Rates funding for National Non-Domestic Rates (NNDR)****1. Purpose of the Report**

To update the Schools Forum on the funding of schools NNDR rates.

**2. Information and Analysis****2.1 Non-National Domestic Rates**

All mainstream school and academies are responsible and liable for the payment of NNDR rates. The NNDR rate bills are calculated and charged by the 8 district and borough councils in Derbyshire.

In Derbyshire academies pay the district councils and submit a claim to the DfE to receive funding for their NNDR and for maintained schools Derbyshire County Council organise DSG funding and payments to district and borough councils for the NNDR on behalf of schools.

**2.2 DfE funding of NNDR**

Each year the DfE allocate funding to LA's for NNDR within premises costs as part of the Schools Block DSG. It is funded on a lagged basis using the previous year's NNDR estimates. As NNDR costs increase on an annual basis then each year there is a resulting gap in the funding that is met from the overall Schools Block DSG. This gap can be greater in years where the Government make significant changes to the elements in the NNDR formula.

In regard to academies the DfE recoup the initial academy allocation for NNDR from the Derbyshire County Council DSG allocation. Any gap between the initial allocation and actual payment of submitted claims by academies is funded by the DfE, so should not impact individual academy finances.

For maintained schools NNDR Derbyshire has to currently continue with the historic system where the wider Schools Block DSG allocated to Derbyshire is used to fund the NNDR gap.

**2.3 Funding impact**

Whilst every year there is an impact, it has been greater in the last couple of years due to more significant changes by the government on business rates.

For 2023-24 the gap was £519,401 between funding and the DfE allocation for maintained schools. For 2024-25 the gap was £359,505 between funding and the DfE allocation for maintained schools.

As the wider Schools Block allocation is used to fund this gap it means that the funding rates in Derbyshire’s funding formula for schools and academies have to be lower than they could be.

Whilst the impact for future years is unknown it would be beneficial to schools and academies for billing authorities to unanimously agree to the DfE’s streamlined payment system as this would mean all schools and academies would pay NNDR on the same scheme and basis and avoiding the gap that needs to be funded by the wider DSG allocation.

### **2.3 DfE Streamlined payment process for NNDR**

In April 2022, the Department for Education (DfE) introduced a streamlined payment process for NNDR to reduce burdens on local authority maintained schools and academies.

The DfE centralised payment process involves the Education and Skills Funding Agency (ESFA) making NNDR payments on behalf of local authority maintained schools and academies directly to billing authorities that have implemented the central NNDR payment process.

The central payment process remains optional for the 8 billing authorities in Derbyshire to implement. In order to move to this process the DfE require all 8 billing authorities to agree to move to this process, otherwise Derbyshire has to remain on the historic system.

The table below is from the DfE on the latest communications with the 8 billing authorities, which shows 2 billing authorities agreeing to implement, 1 refusing and 5 not responded to DfE communications on this.

Amber Valley Council	No response
Bolsover Council	No response
Chesterfield Council	No response
Derbyshire Dales Council	No response
Erewash Council	No response
High Peak Council	Yes
North East Derbyshire Council	No
South Derbyshire Council	Yes

### **2.4 Benefits and costs**

If all billing authorities agree to the DfE payment system then this would benefit schools and academies by removing the need for DSG to be used to fund the NNDR gap each year.

Academies would also benefit as they should no longer need to submit claims for NNDR as your billing authority would be claiming on your behalf.

Billing authorities are expected to benefit through improved cashflow and savings connected to billing issues. However they would need to complete and submit a data template to the DfE in addition to their existing processes and practices.

## **2.9 Consideration**

- The Forum is asked to consider writing to the relevant billing authorities requesting their assistance in moving to the Department for Education (DfE) streamlined payment process for NNDR.
- Consider other ways to communicate with billing authorities.

## **3. Other Considerations**

In preparing this report the relevance of the following factors has been considered: prevention of crime & disorder, equality of opportunity, human resources, legal & human rights, environmental, financial, health, property and transport considerations.

## **4. Background Papers**

Papers held in Corporate Services and Transformation Finance.

## **5. Officer's Recommendations**

R1 – That the Schools Forum agree to write to the relevant district councils requesting their assistance in moving to the Department for Education (DfE) streamlined payment process for NNDR.

**Carol Cammiss**  
**Executive Director for Children's Services**

**Mark Kenyon**  
**Director of Finance & ICT**

**Report Author: Eddie Grant & Phil Burrows**  
**Contact Details: X38**

**Schools Forum****17<sup>th</sup> July 2024****Joint Report of the Executive Director for Children's Services &  
Director of Finance and ICT****Schools Block Budgets 2024-25 – Pupil Growth & Falling Rolls Fund****1. Purpose of the Report**

To seek the Schools Forum approval for amended plans in the use of the Key Stage 1 Class Size element of the Pupil Growth Fund (PGF), due to policy changes, and the Falling Rolls Fund (FRF) for 2024-25.

**2. Information and Analysis****2.1 The Pupil Growth Fund**

The PGF element of the DSG funds in-year pupil growth as well as supporting new free schools and Infant class sizes. The distribution of the PGF is a matter for the Schools Forum rather than the County Council.

**2.2 A reminder of the Settlement 2024-25**

Derbyshire received £2.151m in 2024-25 and is shown in Table 1 below:

**Table 1 – Pupil Growth Fund allocation 2024-25**

	Pupil Increase	2024-25 Rate	Pupil growth funding
Primary	397	£1,550	£615,350
Secondary	662	£2,320	£1,535,840
Sub total			£2,151,190
New Institutions			-
Total allocation			£2,151,190

The distribution of the growth fund is as follows:

**Table 2 – Pupil Growth allocations 2024-25**

	2024-25
Budget	£m
In year pupil growth – Free Schools	0.300
Contribution to Free School reserve	0.450
In year pupil growth – Other schools	0.300
Key Stage 1 class sizes	0.350



	2024-25
Residual contingency	0.751
<b>Total</b>	<b>2.151</b>

### **2.3 Allocation of the KS1 class size**

The following criteria was approved at January 2024 Forum:

Support for KS1 Class Sizes - £0.350m - This budget helps support infant and primary schools to meet national infant (Key Stage 1) class size requirements. Locally, the distribution of funding for this purpose includes two key features:

- Schools with more than 180 on roll are ineligible for support; and
- Schools are expected to self-fund £600 per month of any claim.

Excluding larger schools recognises that running an extra class is a proportionately lesser burden for a large school than a small one. The £600 per month contribution was introduced several years ago to reduce the net cost of the support. A core budget of £0.300m would be applied and apportioned as follows:

£0.125m for the 5 months April to August; and  
£0.175m for the 7 months September to March.

A contingency fund of £0.050m would be held to meet exceptional cases e.g. additional support for schools in deficit and where the £600 monthly contribution is waived. Schools seeking such support would have to demonstrate a significant financial need.

### **2.4 DfE policy amendment and next steps**

The DfE have amended the growth policy to read “In addition to the required growth funding criteria, local authorities remain responsible for funding growth needs for all schools in their area, for new and existing maintained schools and academies. Local authorities should fund all schools on the same criteria.” Therefore, criteria preventing a school receiving it based on size are no longer permitted, specifically the condition that Derbyshire had whereby a school had to have less than 180 on roll to qualify.

Rather than distribute the £0.300m over a larger cohort which would reduce the amount per school, it is proposed that the existing contingency of £0.050m is used for the summer term (5/12ths) meaning that £0.070m is required from the residual contingency for the autumn and spring terms (7/12ths). This keeps the multiplier broadly in line with previous years. This would reduce the residual contingency to £0.281m after taking this and the £0.400m for formula budgets into account.

### **2.6 Falling Rolls Fund**

The 2024-25 regulations have been updated to remove the requirement for schools to be judged Good or Outstanding at their last inspection to be eligible for falling rolls funding. LAs can now provide falling rolls funding to schools whereby school capacity survey (SCAP)

data shows that school places will be required in the subsequent three to five years. Local Authorities will continue to have discretion over whether to operate a falling rolls fund. Schools Forum approved the operation of a fund at its January meeting.

## **2.7 Settlement 2024-25**

The allocation for each local authority is £140,000 per MSOA which sees a 10% or greater reduction in the number of pupils on roll between the two census years.

**Table 3 – Falling Rolls Fund allocation 2024-25**

	MSOA	2024-25 Rate	Falling Rolls funding
Primary - Growing (for information)	36		
Primary - Falling (for information)	63		
of which :Lower than -10%	1	£140,000	£140,000
Secondary – Growing (for information)	83		
Secondary – Falling (for information)	16		
of which :Lower than -10%	0	£140,000	£0
Total allocation			£140,000

## **2.8 Methodology**

The Schools Forum agreed that

- SCAP shows that school places will be required in the subsequent three to five years (this is a mandatory requirement)
- the school saw a reduction of at least 20% of its pupil numbers between October 22 and October 23
- the school will need to make redundancies to contain spending within its formula budget and it is expected (using SCAP data - detailed above) that these posts will need to be re-filled in the subsequent 3 to 5 years.
- The total loss of the number of pupils within those schools with at least a 20% reduction on roll would form the multiplier for 2024-25. The resultant multiplier, per pupil reduced is therefore £737.

## **2.9 Consideration**

- The Forum is asked to consider whether the criteria around redundancies/refilling posts is still appropriate. Of the 13 schools that meet the 20% reduction, only 5 were/are planning to make redundancies. A further 4 schools are reporting that they didn't replace staff that left or that the school is too small to reduce staffing further. The other 4 schools are not making redundancies.  
In addition, only 5 of the 13 schools will see an increase in their pupil numbers within 3 years therefore negating the condition of re-filling the posts.
- Forum also needs to consider whether we will allocate the total £0.140m between the qualifying schools only or whether there will be an underspend.

### **3. Other Considerations**

In preparing this report the relevance of the following factors has been considered: prevention of crime & disorder, equality of opportunity, human resources, legal & human rights, environmental, financial, health, property and transport considerations.

### **4. Background Papers**

Papers held in Corporate Services and Transformation Finance.

### **5. Officer's Recommendations**

R1 – That the Schools Forum agree to fund the cost of the Infant Class Sizes at £0.420m due to the change in DfE policy.

R2 – That the Schools Forum determines whether to operate a Falling Rolls fund of £0.140m for 2024-25 via an amended criteria and distribution.

**Carol Cammiss**  
**Executive Director for Children's Services**

**Mark Kenyon**  
**Director of Finance & ICT**

**Report Author: Eddie Grant & Phil Burrows**  
**Contact Details: X38748**