

<b>SCHOOLS FUNDING FORUM AGENDA</b>
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<b>8.30 am</b>	<b>18 June 2020</b>	<b>Zoom</b>
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**Members: 27   Quorum: 11**

**MEMBERSHIP:**

**Representative Groups**

**LA Maintained School Representatives:**

**Head Teachers (6):**      Emma Allen, Special  
Margy Bushell, Primary  
Kirsten Cooper, Primary  
Georgina Delmonte, Primary Maintained  
Hayley Durrant, Primary  
David Unwin-Bailey, Primary

**Governors (1):**          Dave Waters, Primary

**Academy  
Representatives:**

**Primary (2):**              David Denchfield  
Kate Ridley-Moy

**Secondary (3):**          Simon London  
Keith Williams  
Denise Broom  
Vacancy x3

**Special (1):**              Gary Pocock

**AP Academy (1):**       Ray Lawrence

**Non-School  
Representatives:**

**Early Years PVI Sector  
(1):**                          Mark Halls  
**Post 16:**                    Vacancy

**Decision Board:** Vacancy

**Trade Unions (2):** John Delaney/John McGill, Teachers  
Peter Liddle, UNISON

For information about the meeting please contact:  
David Allen [david.allen@haverling.gov.uk](mailto:david.allen@haverling.gov.uk) 01708 433851

If you are unable to attend please contact your named substitute or ask David Allen to do so on your behalf.

## **AGENDA ITEMS**

### **1. APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS OR OBSERVERS**

To note the resignation of Bernard Giley, LA Maintained Schools Governor representative.

### **2. TO AGREE THE NOTES OF THE MEETING HELD ON 16th JANUARY 2020 (Pages 1 - 6)**

To agree the notes of the meeting held on 16<sup>th</sup> January 2020 as a correct and accurate record.

### **3. MATTERS ARISING**

#### **4. School balances 2019-20 (Pages 7 - 8)**

Report attached.

#### **5. DSG outtrun 2019-20 (Pages 9 - 12)**

Report and appendix attached.

#### **6. Early Years Funding 2020-21 (Pages 13 - 17)**

Report attached.

#### **7. Schools Funding 2020-21 (Pages 18 - 21)**

Report and appendix attached.

#### **8. Support to schools for COVID-19 costs (Pages 22 - 34)**

Report and appendices attached.

#### **9. Changes to IDACI deprivation data (Pages 35 - 41)**

Report and appendices attached.

#### **10. School energy contracts (Pages 42 - 43)**

Report attached.

#### **11. Schools Partnership/Schools Causing Concern Fund in 2019-20 (Pages 44 - 45)**

EXEMPT report attached.

#### **12. Support for Schools in Financial Difficulty (Pages 46 - 48)**

EXEMPT report attached.

13. **NEXT MEETINGS**

14. **ANY OTHER BUSINESS**

**MINUTES OF A MEETING OF THE  
SCHOOLS FUNDING FORUM  
CEME  
16 January 2020 (8.30 - 9.50 am)**

**Present:**

**Representative Groups**

**LA Maintained School  
Representatives:**

**Head Teachers:** Margy Bushell, Primary  
David Unwin-Bailey, Primary  
Kirsten Cooper, Primary  
Hayley Durrant, Primary  
Terry Hudson, Special

**Governors:** Bernard Gilley, Primary

**Academy  
Representatives:**

**Primary:** David Denchfield

**Secondary:** Denise Broom  
Simon London  
Keith Williams (Chair)

**Special** Vicki Fackler

**Non-School  
Representatives** John McGill (Teachers' Trade Union rep)

**Early Years PVI Sector:** Mark Halls

**LA Officers:** Trevor Cook  
Robert South  
Caroline Penfold  
David Allen

**23 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE  
MEMBERS OR OBSERVERS**

Apologies were received from Emma Allen (Special Head Teacher, Terry Hudson substituting) Georgina Delmonte (Primary Head Teacher), Kate

Ridley-Moy (Primary Academy Governor) and John Delaney (Trade Union - NEU).

**24 TO AGREE THE NOTES OF THE MEETING HELD ON 19 NOVEMBER 2019**

The minutes of the meeting of the Forum held on 7 November 2019 were agreed as a correct record.

**25 MATTERS ARISING**

The following matters arose from the previous meeting:

Item 16 Minute 6 – The DfE had advised that their response to the consultation on extending the Risk Protection Arrangements to LA Maintained Schools would be published on the 17<sup>th</sup> January 2020.

Item 17 - The Council withdrew the request for disapplication of the minimum funding guarantee relating to the embedded grants in the per pupil funding of three secondary schools following the strong objections from school and the advice from the Department for Education that it would be refused.

**26 SCHOOLS FUNDING 2020-21**

The report presented to the Forum put forward the Local Authority's recommendations on the funding of schools and academies in the 2020-21 financial year. This followed consultation with schools on the proposals and later release of the October 2019 data.

Schools are protected with a minimum funding guarantee of 0.5% with only 5 schools in the borough needing extra funding to reach this and the cost of protection reducing by £50k to £848k from the October 2018 to the October 2019 data. Schools also have a cap of 4% on increases to their per pupil funding and the number of schools subject to the cap had reduced by 14. Without the cap, an additional £1.07 million would be required which is unaffordable. This amount had reduced by £200,000 from October 2018 data. The Forum noted that 16 more schools, a total of 39 (49%) were now funded according to the national funding formula without the need for protection or capping. The Forum also noted that pupil numbers have increased by 302 between October 2018 and October 2019, generating an extra £1.4 million for the School Funding Block. The formula for calculating the distribution of funds has to be submitted to the EFSA by 21<sup>st</sup> January 2020.

The summary of responses of schools to the Schools Funding 2020/21 consultation showed that most of the schools responding were in favour of

the LA proposals although some schools that were subject to the 4% cap, particularly those that were already in financial difficulty, expressed their concern about losing money. It was noted that these schools would receive a 4% increase per pupil which is a higher increase for many years and may be eligible to receive financial support from other budgets.

A summary of responses (without additional comments) is as follows:

No. of schools responding:		
Primary	13	21%
Secondary	<u>1</u>	<u>5%</u>
Total	14	18%
	YES	NO
Q1. To keep to within the funding available, the maximum increase to schools per pupil is capped at 4%.	Pri. 10	Pri. 2
	Sec. 1	
Q.2.(a) That the minimum funding guarantee should be set at 0.5% per pupil; or	Pri. 12	Pri. 1
		Sec. 1
Q.2 (b) If affordable in the final figures, the minimum funding guarantee should be increased to 1.84% to the benefit of 12 schools.		Pri. 10
		Sec. 1
Q.3 To use approx. £800k of the additional funding available within the DSG Schools Block to maintain the Pupil Growth and Falling Rolls Fund at the current level.	Pri. 11	Pri. 1
	Sec. 1	
Q.4 To use £500k of the additional funding available within the DSG Schools Block to support the current deficit in the High Needs Block given that the additional funding in 2020-21 for High Needs will only meet current commitments.	Pri. 12	
	Sec. 1	

The forum:

- **Agreed** the Local Authority adopt the national funding formula rates for the funding of schools and academies in financial year 2020-21 and also ensures that all schools receive a minimum funding guarantee of 0.5% per pupil with gains capped at 4% per pupil
- **Agreed** that £800,000 of the DSG Schools Block is used to support the Pupil Growth/Falling Rolls Fund

- **Agreed** that £500,000 of the DSG Schools Block is transferred to the High Needs Block to meet the growing pressures in funding high needs provision

## 27 **EARLY YEARS FUNDING 2020-21**

The report presented to the Forum outlined the process the Local Authority is taking to determine the early years funding arrangements for the 2020/21 financial year.

The Forum was advised that there had been an increase of 8p in the hourly rates used to fund Local Authorities. Based on the revised rates, Havering's funding for 2, 3 & 4 year olds for 2020-21 was £19.1 million from which the LA should decide on a formula to distribute at least 95% to providers.

A consultation document had been sent to providers to collect their views on central retention within the 5% permitted, the SEN Inclusion Fund, the supplementary factors to be used and three options for hourly base rate increases and the respective amount that would be added to the SEN inclusion fund, which would increase the hourly rate for SEN support.

There would not be another Forum meeting until after the date that the funding formula needed to be agreed so the Forum was asked to delegate power to the Chair and Vice-Chair to agree the final funding arrangements following the Early Years Prover meeting on 28<sup>th</sup> January 2020. The Chair expressed that he would be content to sign off the consultation, provided that no major issues arise for which he may call a special meeting.

The Forum:

- **Noted** the LA's proposals for the funding of early years provision in 2020-21
- **Noted** the timeline and arrangements for approving proposals following consultation with providers

## 28 **NEXT MEETINGS**

The next meetings of the Forum had been arranged as follows:

19 March 2020  
18 June 2020

All meetings to start at 8.30 am at CEME.



29     **ANY OTHER BUSINESS**

There was no other business raised.

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## Schools Funding Forum 18<sup>th</sup> June 2020

## ITEM 4

### Subject Heading:

LA maintained schools' year end balances 2019-20

### Report Author:

David Allen – Strategic Finance Manager

### Eligibility to vote:

Representatives of LA maintained schools

### SUMMARY

This report provides an analysis of the LA maintained school balances carried forward from 2019-20 into 2020-21.

### RECOMMENDATIONS

That the Schools Funding Forum notes the report.

### REPORT DETAIL

#### 1. Year on Year Comparison of School Balances

The table below shows the total balances carried forward each year of the 43 primary and one special school that were LA maintained at the start of financial year 2019-20. Two pairs of schools operate a single budget within their federations.

	Total funding £m	Total c/fwd balance £m	Balance as a % of funding
2019-20	96.3	2.3	2.3%
2018-19	91.5	3.6	3.9%
2017-18	85.9	3.5	4.1%

2016-17	77.5	3.8	5.0%
2015-16	74.8	5.2	6.9%
2014-15	72.3	6.6	9.1%

## 2. School 2019-20 balances with % bandings

	No. above 15%	No. between 10% & 15%	No. between 5% & 10%	No. between 0% & 5%	No. in deficit
2019-20	0	2	15	6	19
2018-19	0	4	14	11	13
2017-18	0	6	11	16	9
2016-17	1	4	14	20	3
2015-16	3	7	14	14	4
2014-15	5	9	17	9	2

No. of years	No. of schools above 10%	No. of schools in deficit
5	1	1
4	0	2
3	0	4
2	0	5
1	1	7
Total	2	19

	No. above 10%	No. between 5% & 10%	No. between 1% & 5%	No. below 1%	No. in deficit
2019-20 deficits	2	4	11	2	19
2018-19 deficits	1	1	7	4	13

Note: of the schools in deficit, three were by less than £1,000 in 2018-19 and one in 2019-20.

The local authority is in discussion with both LA maintained schools with balances above 10% and also those that are unable to set a balanced budget in 2020-21.

## Schools Funding Forum 18<sup>th</sup> June 2020

## ITEM 5

**Subject Heading:**

**Dedicated Schools Grant – Year End  
Balance 2019-20**

**Report Author:**

**David Allen – Strategic Finance  
Manager**

**Eligibility to vote:**

**All members**

### SUMMARY

This report sets out the year end position on expenditure from the Dedicated Schools Grant in 2019-20 and to agree the use of the balance in 2020-21.

### RECOMMENDATIONS

That the Schools Funding Forum:

- (i) notes the areas of under or overspend from the 2019-20 Dedicated Schools Grant
- (ii) agrees the allocation of funding in financial year 2020-21 as set out in the proposals below

### REPORT DETAIL

#### 1. Balance carried forward from 2019-20

Including all earmarked funding from previous financial years, the carry forward balance from centrally retained DSG from 2019-20 into 2020-21 is a deficit of £1,034,426. This is the first year that the combined total of all year end balances of activities funded by the DSG has been in deficit. This is due to DSG underspends being insufficient to cover the overspend in the high needs block.

A full breakdown of the under and overspends along with proposals for the allocation of underspends for use in 2020-21 is shown in the tables below.

	<b>Under/(Over) spend</b>	<b>Proposals</b>
<b>Funding Block</b>	<b>£000</b>	
<b>Early Years</b>	<b>522</b>	
Provision for 2 year olds (in-year)	(131)	Deficit to be offset by contingency brought forward from 18-19
Contingency for 2 year olds cfwd from 2018-19	100	To offset in-year overspend for funding of 2 year olds provision
Provision for 3&4 year olds (in-year)	(384)	Deficit to be offset by contingency brought forward from 18-19
Contingency for 3 & 4 year olds cfwd from 2018-19	672	To offset in-year overspend for funding of 3&4 year olds provision
Centrally retained	165	Offset HN deficit*
Early years central retention cfwd from 2018-19	100	To cfwd into 2020-21 for new database

<b>Schools Block</b>	<b>505</b>	
Pupil Growth/Falling Rolls	505	Offset HN deficit *

<b>De-delegation</b>	<b>58</b>	
Primary school insurance	45	Refund to primary schools
Trade Union Facility Time	9	C/fwd as T.U. Facility Time contingency in 2020-21
Other	4	Refund to primary schools

<b>High Needs Block</b>	<b>(3,327)</b>	
In year overspend	(4,677)	Deficit to be offset by other DSG underspends
Cary forward of underspent DSG from 18-19	1,350	Reduces the in-year deficit

<b>Central Schools Support</b>	<b>347</b>	
School Partnerships/SCC	146	Offset HN deficit *
Central Services	111	Offset HN deficit *
School Energy Conservation Project	90	Offset HN deficit *

<b>Other DSG Funding</b>	<b>861</b>	
Balance of additional grants	81	Offset HN deficit *
Net effect of grant balances.	(8)	Offset underspend of unallocated grant
Unallocated early years grant	788	Increase early years funding rate in 20-21

<b>TOTAL</b>	<b>(1,034)</b>
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#### Committed for 2020-21

De-delegated balances to be returned to schools	49
De-delegated Trade Union Facility Time balance to be carried forward	9
Early Years central retention for new database	100
Balance of early years grant	257
Unallocated early years grant	788
<b>Total commitments</b>	<b>1,203</b>

<b>Revised DSG cfwd to HN Block</b>	<b>(2,237)</b>
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#### Reconciliation of offset of HN deficit

HN deficit	(3,327)
Early years central retention	165
Pupil Growth/Falling Rolls	505
Central Schools Support	347
Grants balance	73
<b>HN deficit carried forward</b>	<b>(2,237)</b>

<b>USE OF PUPIL GROWTH FUND IN 2019-20</b>		£
<b>PRIMARY</b>		
New permanent expansions in primary schools		0
Funding of cohorts moving through from previous year permanent expansions 14 schools, 415 additional places (13.5 forms of entry)	582,581	
New bulges in primary schools		0
Commitment to schools for unfilled bulge classes from previous year 12 schools, 33 bulge classes, 267 places funded	381,182	
Unfilled places in primary schools	267,617	
Falling rolls - pupil numbers below 85% of operating PAN in first 2 years	221,291	
Allocations to meet infant class size regulations (1 school)	41,613	
<b>SECONDARY</b>		
New permanent expansions in 2 secondary schools for 48 places	85,322	
Funding of cohorts moving through from previous year permanent expansions 6 schools, 188 additional places	355,957	
New bulge in 1 secondary school for 30 places	58,514	
<b>TOTAL</b>	<b>1,994,077</b>	
Budget	2,498,943	
Underspend	<b>-504,866</b>	
2018-19 expenditure (for comparative purposes)	2,510,840	





## Schools Funding Forum 18<sup>th</sup> June 2020

## ITEM 6

**Subject Heading:**

Early Years Funding 2020-21

**Report Author:**

David Allen – Strategic Finance Manager

**Eligibility to vote:**

All school and academy members and the PVI representative

### SUMMARY

This item is to confirm the funding arrangements for early years provision in Havering in financial year 2020-21 following consultation with the Early Years Provider Reference Group and early years providers.

### RECOMMENDATIONS

To ratify the funding arrangements for early years provision in Havering as follows:

#### PART 1

1. (i) Increase the basic hourly rate for 2 year olds from £5.60 to £5.68  
(ii) Retain a contingency for in-year provision for 2 year olds not funded by the Government
2. Increase the central retention from £800,000 to £820,000 (a central retention of 4.7%)
3. Retain Deprivation as the only supplementary factor using the same IDACI rates as schools
4. Increase the basic hourly rate for 3 & 4 year olds from £4.80 to £4.90
5. Set the Early Years Inclusion Fund funded from the Early Years Block at £200,000 with an hourly rate of £3.50 for eligible children. An additional £3.20 per hour top up for children with EHCPs is to be funded from the High Needs Block.

## PART 2

To further increase for financial year 2020-21 the hourly rate for 3 & 4 year olds to £5.00.

### REPORT DETAIL

## **PART 1 – INITIAL CONSULTATION**

At the meeting of the Schools Funding Forum held on 16<sup>th</sup> January 2020 the consultation paper on funding arrangements for financial year 2020-21 was received. The paper set out the LA's proposals following an 8p per increase in the hourly rates of funding from the Government and options on increases to the SEN Inclusion Fund.

A summary of the responses to the consultation were presented to the Early Years Provider Reference Group on 28<sup>th</sup> January and agreement was reached on the funding arrangements.

To ensure the revised hourly rates were included in schools' funding statements, Schools Funding Forum approval was required by mid-February and this was obtained by Forum members agreeing to the arrangements by email and by discussion with the Chair and Vice Chair.

The responses to the consultation were presented to the Early Years Provider Reference Group (EYPRG) at their meeting on 28<sup>th</sup> January as below:

<b>Provider Type</b>	<b>No. of responses</b>
Childminder	4
Preschool	20
Day Nursery	19
Mainstream Schools	3
<b>Total</b>	<b>46</b>

<b>Consultation Question</b>	<b>Yes %</b>	<b>No %</b>	<b>Not answered %</b>	<b>A %</b>	<b>B %</b>	<b>C %</b>
<b>1) (i) 2 year old : the hourly rate is increased from £5.60 to £5.68</b>	93.5%	6.5%	0.0%			
<b>1) (ii) 2 year old : a contingency is set at 1% of the number of places on which the LA is funded (initially £17,000)</b>	84.6%	15.4%	0.0%			

<b>2)</b> Do you agree to an increase of £20,000 to the amount that is centrally retained?	52.2%	41.3%	6.5%	
<b>3)</b> Do you agree that deprivation remains the only supplementary factor used in Havering's formula and the rates of funding continue to be aligned with the rates used in the schools national funding formula?	95.7%	4.3%	0.0%	
<b>4)</b> Do you agree that the SEN Inclusion Fund should be increased to target funding to the providers who support children with special educational needs?	88.9%	11.1%	0.0%	
If answering yes to the above question, which option do you favour?			46.2%	23.1% 30.8%

The LA's financial modelling has shown that the maximum increase to the basic hourly rate (currently £4.80) could be 10p (including the 8p from the Government increase) and Question 4 gave providers choices on whether the full 10p should be added to the base rate or used to increase the size of the SEN Inclusion Fund to support children with additional needs. An increase of 9p to the basic rate (rather than 10p) would increase the Inclusion Fund by £50,000 and the top up rate to providers from the current £3.50 to £4.20 (option B) or an 8p increase to the basic rate (rather than 10p) would increase the Inclusion Fund by a further £25,000 and the top up rate to £4.90 (option C).

Although the responses showed that the majority of providers would like an increase in the SEN Inclusion, the most popular option was A which keeps the Inclusion Fund hourly rate at £3.50 and allows the full 10p to be added to the basic hourly rate increasing it from £4.80 to £4.90.

Although in their responses providers agreed to an increase in the fund, they wanted to maximise the funding through the basic hourly rate which many use to meet the costs of supporting children with additional needs. There were also comments about the impact on early years providers of the Government's increase to the Minimum Living Wage.

There were further discussions at the EYPRG meeting about children with complex needs, the processes for providers to be supported and the sources of funding. There were also requests for greater transparency on the use of the Early Years Block and the LA's 5% retention for central services. These will be followed up at future meetings.

The LA is therefore proposing that the funding of Early Years provision in 2020-21 will be as set out in the recommendations above.

## **PART 2 – ADDITIONAL INCREASE**

### **Proposal to further increase the basic hourly rate for 3 & 4 year old early years provision in financial year 2020-21 from the balance carried forward**

The agreed funding arrangements for 2020-21 are currently as follows:

Hourly rate for 2 year olds £5.36

Hourly rate for 3 & 4 year olds £4.90

IDACI hourly rates

Band A £0.68

Band B £0.50

Band C £0.46

Band D £0.43

Band E £0.28

Band F £0.24

SEN Inclusion Fund £200,000

SEN Inclusion Fund hourly rate £3.20

Central retention £820,000

These arrangements were based on the latest notification of the DSG Early Years Block from the DfE which for 3 and 4 year old funding was as follows:

DfE hourly rate	PTE		Funding
£5.36	5,695.98	x 15 hrs per week x 38 weeks	£17,402,373

If agreed by the Schools Funding Forum £1.045m of early years funding will be carried forward into financial year 2020-21. This can be used to fund a further increase in the basic hourly rate for 3 and 4 year olds.

The increase affordable will depend on the number of places that are to be funded which is estimated at 5,888 PTE.

Based on these projections, the funding arrangements that have been agreed previously can be revised to:

- (i) increase the basic hourly rate for 3 & 4 years olds from £4.90 to £5.00
- (ii) increase the SEN Inclusion Fund from £200,000 to £300,000
- (iii) increase the hourly rate payable from the SEN Inclusion Fund from £3.50 to £4.90

Changes from the previously agreed funding arrangements will therefore be as follows:

<b>DfE Funding</b>	
DfE Hourly Rate	£5.36
PTE provision	5,695.98
Early Years Block	£17,402,373
Grant b/fwd	£1,045,000
Total funding	£18,447,373

<b>LA Funding</b>	
PTE to fund	5,888.29
LA Hourly Rate	£5.00
Cost (x 15 hrs x 38 wks)	£16,781,627
IDACI supplement	£500,000
SEN Inclusion Fund	£200,000
Central retention	£820,000
Total cost	£18,301,627
Balance (contingency)	£145,746

# Agenda Item 7



## Schools Funding Forum 18<sup>th</sup> June 2020      ITEM 7

**Subject Heading:**

**Schools Funding 2020-21**

**Report Author:**

**David Allen – Strategic Finance  
Manager**

**Eligibility to vote:**

**School and academy representatives**

### **SUMMARY**

This item is to provide confirmation that final allocations of funding for financial year 2020-21 were issued to LA maintained primary schools on 27<sup>th</sup> February 2020.

### **RECOMMENDATIONS**

To note the report.

### **REPORT DETAIL**

The issue to schools of their final funding allocations for financial year 2020-21 is the final stage of several months' work with the Schools Funding Forum in agreeing formula allocations, de-delegation etc.

The same funding formula applies to academies as it does to LA maintained schools with academies receiving notification of their funding for the financial year commencing September 2020 from the ESFA.

Havering applies the schools national funding formula with a 0.5% per pupil minimum funding guarantee and a 4% per pupil cap on schools that would otherwise receive a higher amount.

Anonymised allocations to each school and academy is provided at Appendix A.

## Schools funding allocations 2020-2021

## Item 7 Appendix A

School	2019-20 formula alloc £	Rates £	Mobility £	Lump sum £	MFG formula	Oct '18 pupils	per pupil	2020-21 formula alloc £	Rates £	Lump sum £	MFG formula	Oct '19 pupils	per pupil	% change	Adj to 0.5% or 4%	final %	MFL cost £	MFG cost £	Cap £
Primary A	1,081,428	26,462	0	123,865	931,101	270	3,448.52	1,133,662	26,866	123,865	982,930	269	3,654.02	5.96%	-1.96%	4.00%	0	0	-18,172
Primary B	1,391,791	26,462	0	123,865	1,241,463	360	3,448.51	1,415,896	26,866	123,865	1,265,165	357	3,543.88	2.77%	0.00%	2.77%	0	0	0
Primary C	1,595,614	14,079	0	123,865	1,457,670	407	3,581.50	1,703,214	6,780	123,865	1,572,568	416	3,780.21	5.55%	-1.55%	4.00%	0	0	-23,069
Primary D	902,941	21,491	0	123,865	757,585	206	3,677.60	937,102	21,881	123,865	791,355	207	3,822.97	3.95%	0.00%	3.95%	0	0	0
Primary E	2,133,369	77,449	0	123,865	1,932,054	576	3,354.26	2,265,117	78,633	123,865	2,062,619	585	3,538.26	5.49%	0.00%	5.49%	7,266	0	0
Primary F	2,442,551	58,164	0	123,865	2,260,521	532	4,249.10	2,486,802	59,052	123,865	2,303,885	528	4,363.42	2.69%	0.00%	2.69%	0	0	0
Primary G	916,656	4,109	0	123,865	788,682	180	4,381.56	907,210	4,094	123,865	779,251	172	4,530.53	3.40%	0.00%	3.40%	0	0	0
Primary H	2,619,446	62,880	0	123,865	2,432,701	626	3,886.10	2,686,670	60,648	123,865	2,502,157	621	4,029.24	3.68%	0.00%	3.68%	0	0	0
Primary I	452,862	0	0	123,865	328,997	78.16667	4,208.91	988,225	30,202	123,865	834,158	195.75	4,261.35	1.25%	0.00%	1.25%	0	0	0
Primary J	2,495,789	40,610	0	123,865	2,331,313	601	3,879.06	2,656,830	41,230	123,865	2,491,735	594	4,194.84	8.14%	-4.14%	4.00%	0	0	-95,408
Primary K	1,298,606	32,878	0	123,865	1,141,862	300	3,806.21	1,403,021	33,386	123,865	1,245,770	315	3,954.82	3.90%	0.00%	3.90%	0	0	0
Primary L	1,386,968	26,986	0	123,865	1,236,116	336	3,678.92	1,460,618	27,398	123,865	1,309,355	336	3,896.89	5.92%	-1.92%	4.00%	0	0	-23,794
Primary M	499,898	929	0	123,865	375,103	101	3,713.89	520,289	948	123,865	395,476	103	3,839.57	3.38%	0.00%	3.38%	0	0	0
Primary N	1,158,766	4,656	0	123,865	1,030,245	233	4,421.65	1,240,726	4,813	123,865	1,112,048	241	4,614.31	4.36%	-0.36%	4.00%	0	0	-3,805
Primary O	984,412	25,914	0	123,865	834,632	203.8333	4,094.68	1,424,395	10,486	123,865	1,290,043	314.6667	4,099.71	0.12%	0.38%	0.50%	0	4,858	0
Primary P	1,697,099	69,168	0	123,865	1,504,066	392	3,836.90	1,834,411	73,430	123,865	1,637,116	409	4,002.73	4.32%	-0.32%	4.00%	0	0	-5,051
Primary Q	2,348,171	46,898	0	123,865	2,177,407	625	3,483.85	2,441,049	47,614	123,865	2,269,569	629	3,608.22	3.57%	0.00%	3.57%	0	0	0
Primary R	1,753,428	34,488	0	123,865	1,595,075	464	3,437.66	1,822,196	35,076	123,865	1,663,255	453	3,671.64	6.81%	-2.81%	4.00%	0	0	-43,704
Primary S	1,751,263	8,818	0	123,865	1,618,579	455	3,557.32	1,920,821	6,599	123,865	1,790,356	492	3,638.94	2.29%	0.00%	2.29%	0	0	0
Primary T	1,704,134	39,824	0	123,865	1,540,445	406	3,794.20	1,746,278	40,432	123,865	1,581,981	409	3,867.92	1.94%	0.00%	1.94%	0	0	0
Primary U	2,199,152	49,780	0	123,865	2,025,506	564	3,591.32	2,427,423	50,540	123,865	2,253,017	597	3,773.90	5.08%	-1.08%	4.00%	0	0	-23,237
Primary V	1,720,908	10,812	0	123,865	1,586,231	423	3,749.96	1,674,451	8,091	123,865	1,542,495	396	3,895.19	3.87%	0.00%	3.87%	0	0	0
Primary W	2,731,825	79,285	0	123,865	2,528,675	614	4,118.36	2,878,444	80,501	123,865	2,674,077	622	4,299.16	4.39%	-0.39%	4.00%	0	0	-9,991
Primary X	2,050,772	68,120	0	123,865	1,858,787	499	3,725.02	2,177,537	69,160	123,865	1,984,512	507	3,914.22	5.08%	-1.08%	4.00%	0	0	-20,381
Primary Y	880,372	3,854	0	123,865	752,652	203	3,707.64	993,633	3,917	123,865	865,850	208	4,162.74	12.27%	-8.27%	4.00%	0	0	-63,813
Primary Z	708,192	18,413	0	123,865	565,914	158	3,581.73	697,333	18,713	123,865	554,755	143	3,879.41	8.31%	-4.31%	4.00%	0	0	-22,080
Primary AA	1,087,897	5,796	0	123,865	958,236	282	3,398.00	1,107,415	5,888	123,865	977,662	259	3,774.76	11.09%	-7.09%	4.00%	0	0	-62,376
Primary AB	2,768,634	52,924	0	123,865	2,591,845	613	4,228.13	2,852,125	53,732	123,865	2,674,528	609	4,391.67	3.87%	0.00%	3.87%	0	0	0
Primary AC	1,704,345	49,011	0	123,865	1,531,468	448	3,418.46	1,792,854	49,809	123,865	1,619,179	451	3,590.20	5.02%	-1.02%	4.00%	0	0	-15,787
Primary AD	1,611,117	46,496	0	123,865	1,440,755	340	4,237.52	1,589,287	48,944	123,865	1,416,478	320	4,426.49	4.46%	-0.46%	4.00%	0	0	-6,232
Primary AE	1,258,283	4,952	0	123,865	1,129,466	278	4,062.83	1,282,389	4,907	123,865	1,153,616	270	4,272.65	5.16%	-1.16%	4.00%	0	0	-12,774
Primary AF	1,415,892	19,388	0	123,865	1,272,638	346	3,678.15	1,483,100	19,684	123,865	1,339,550	343	3,905.39	6.18%	-2.18%	4.00%	0	0	-27,482
Primary AG	1,905,276	19,388	0	123,865	1,762,023	484	3,640.54	2,002,944	19,684	123,865	1,859,395	485	3,833.80	5.31%	-1.31%	4.00%	0	0	-23,105
Primary AH	2,329,748	42,968	0	123,865	2,162,914	595	3,635.15	2,313,086	43,624	123,865	2,145,596	575	3,731.47	2.65%	0.00%	2.65%	0	0	0
Primary AI	2,054,979	11,661	0	123,865	1,919,453	468	4,101.40	2,025,683	8,960	123,865	1,892,858	435	4,351.40	6.10%	-2.10%	4.00%	0	0	-37,387
Primary AJ	1,866,964	51,090	0	123,865	1,692,008	420	4,028.59	1,943,891	51,870	123,865	1,768,156	414	4,270.91	6.01%	-2.01%	4.00%	0	0	-33,606
Primary AK	1,063,342	5,580	0	123,865	933,897	259	3,605.78	1,115,484	6,247	123,865	985,371	263	3,746.66	3.91%	0.00%	3.91%	0	0	0
Primary AL	1,303,078	5,580	0	123,865	1,173,633	325	3,611.18	1,389,366	6,247	123,865	1,259,253	334	3,770.22	4.40%	-0.40%	4.00%	0	0	-4,874
Primary AM	1,056,999	3,133	0	123,865	930,001	245	3,795.92	1,033,967	5,017	123,865	905,084	232	3,901.23	2.77%	0.00%	2.77%	0	0	0



Primary AN	1,264,485	3,133	0	123,865	1,137,487	317	3,588.29	1,459,325	5,017	123,865	1,330,443	327	4,068.63	13.39%	-9.39%	4.00%	0	0	-110,138
Primary AO	1,392,944	32,357	0	123,865	1,236,721	361	3,425.82	1,542,919	47,880	123,865	1,371,174	390	3,515.83	2.63%	0.00%	2.63%	0	0	0
Primary AP	1,043,463	17,388	0	123,865	902,209	249	3,623.33	1,082,838	17,664	123,865	941,308	243	3,873.70	6.91%	-2.91%	4.00%	0	0	-25,620
Primary AQ	1,420,734	17,388	0	123,865	1,279,481	359	3,564.01	1,495,724	17,664	123,865	1,354,194	357	3,793.26	6.43%	-2.43%	4.00%	0	0	-30,948
Primary AR	1,496,131	8,939	0	123,865	1,363,327	374	3,645.26	1,562,507	7,874	123,865	1,430,768	379	3,775.11	3.56%	0.00%	3.56%	0	0	0
Primary AS	872,434	5,494	0	123,865	743,075	204	3,642.52	907,143	5,581	123,865	777,697	205	3,793.64	4.15%	-0.15%	4.00%	0	0	-1,111
Primary AT	2,268,631	13,046	0	123,865	2,131,719	593	3,594.80	2,216,666	11,491	123,865	2,081,310	541	3,847.15	7.02%	-3.02%	4.00%	0	0	-58,729
Primary AU	1,514,611	5,846	0	123,865	1,384,899	421	3,289.55	1,544,111	5,939	123,865	1,414,306	419	3,454.38	5.01%	0.00%	5.01%	33,078	0	0
Primary AV	1,598,762	6,502	0	123,865	1,468,395	421	3,487.87	1,620,072	6,605	123,865	1,489,602	418	3,563.64	2.17%	0.00%	2.17%	0	0	0
Primary AW	1,277,884	4,419	0	123,865	1,149,599	328	3,504.88	1,415,827	5,448	123,865	1,286,513	354	3,634.22	3.69%	0.00%	3.69%	0	0	0
Primary AX	817,406	5,225	0	123,865	688,316	173	3,978.71	817,944	4,602	123,865	689,477	172	4,008.59	0.75%	0.00%	0.75%	0	0	0
Primary AY	1,052,217	5,225	0	123,865	923,127	239	3,862.46	1,056,748	4,602	123,865	928,281	232	4,001.21	3.59%	0.00%	3.59%	0	0	0
Primary AZ	1,335,394	46,898	0	123,865	1,164,631	321	3,628.13	1,397,450	47,614	123,865	1,225,970	330	3,715.06	2.40%	0.00%	2.40%	0	0	0
Primary BA	1,384,073	53,972	0	123,865	1,206,236	341	3,537.35	1,477,878	54,796	123,865	1,299,216	351	3,701.47	4.64%	-0.64%	4.00%	0	0	-7,942
Primary BB	1,997,035	6,905	0	123,865	1,866,265	469	3,979.24	2,161,079	5,843	123,865	2,031,371	482	4,214.46	5.91%	-1.91%	4.00%	0	0	-36,656
Primary BC	1,409,844	45,055	0	123,865	1,240,924	323	3,841.87	1,610,344	45,775	123,865	1,440,704	356	4,046.92	5.34%	-1.34%	4.00%	0	0	-18,290
Primary BD	1,068,671	26,460	0	123,865	918,345	266	3,452.43	1,078,291	26,880	123,865	927,546	265	3,500.17	1.38%	0.00%	1.38%	0	0	0
Primary BE	1,398,898	31,147	0	123,865	1,243,885	358	3,474.54	1,440,990	35,584	123,865	1,281,541	362	3,540.17	1.89%	0.00%	1.89%	0	0	0
Primary BF	1,037,751	6,161	0	123,865	907,725	270	3,361.94	1,035,447	4,610	123,865	906,971	269	3,371.64	0.29%	0.21%	0.50%	0	1,914	0
Primary BG	1,304,922	6,161	0	123,865	1,174,896	357	3,291.02	1,355,833	4,610	123,865	1,227,357	361	3,406.88	3.52%	0.00%	3.52%	2,528	0	0
Primary BH	950,674	15,958	0	123,865	810,851	218	3,719.50	1,052,274	16,218	123,865	912,191	237	3,848.91	3.48%	0.00%	3.48%	0	0	0
Primary BI	1,044,459	4,339	0	123,865	916,254	254	3,607.30	1,147,242	4,250	123,865	1,019,127	261	3,904.70	8.24%	-4.24%	4.00%	0	0	-39,961
	91,284,391	1,538,512	0	7,555,793	82,190,086	22,132		96,253,597	1,578,514	7,555,793	87,119,290	22,420					42,872	6,772	-905,524

Secondary A	4,316,071	35,032	0	123,865	4,157,174	822	5,057.39	4,567,132	26,216	123,865	4,417,050	830	5,321.75	5.23%	-1.23%	4.00%	0	0	-51,512
Secondary B	4,614,953	28,026	0	123,865	4,463,062	784	5,692.68	5,094,560	20,973	123,865	4,949,722	849	5,830.06	2.41%	0.00%	2.41%	0	0	0
Secondary C	4,851,588	58,286	0	123,865	4,669,436	963	4,848.84	4,893,167	43,618	123,865	4,725,683	977	4,873.22	0.50%	0.00%	0.50%	35,451	0	0
Secondary D	6,383,448	47,563	0	123,865	6,212,020	949	6,545.86	6,133,339	63,818	123,865	5,945,655	986	6,030.08	-7.88%	8.38%	0.50%	0	540,832	0
Secondary E	5,258,737	33,522	0	123,865	5,101,349	1009	5,055.85	5,511,042	29,526	123,865	5,357,650	1028	5,211.72	3.08%	0.00%	3.08%	0	0	0
Secondary F	1,967,847	23,194	0	123,865	1,820,788	347	5,247.23	1,627,748	17,357	123,865	1,486,525	266	5,588.44	6.50%	-2.50%	4.00%	0	0	-34,932
Secondary G	5,015,307	31,244	0	123,865	4,860,197	966	5,031.26	5,220,776	24,182	123,865	5,072,728	983	5,160.46	2.57%	0.00%	2.57%	0	0	0
Secondary H	5,185,615	8,596	0	123,865	5,053,154	941	5,369.98	5,385,700	20,068	123,865	5,241,766	934	5,612.17	4.51%	-0.51%	4.00%	0	0	-25,579
Secondary I	4,213,890	25,813	0	123,865	4,064,212	742	5,477.37	4,318,747	19,978	123,865	4,174,903	728	5,734.76	4.70%	-0.70%	4.00%	0	0	-27,874
Secondary J	5,038,934	38,958	0	123,865	4,876,111	936	5,209.52	5,520,614	29,154	123,865	5,367,595	994	5,399.99	3.66%	0.00%	3.66%	0	0	0
Secondary K	4,583,357	29,019	0	123,865	4,430,473	806	5,496.86	4,684,932	22,307	123,865	4,538,760	866	5,241.06	-4.65%	5.15%	0.50%	0	245,326	0
Secondary L	3,163,121	6,379	0	123,865	3,032,877	610	4,971.93	3,205,274	26,058	123,865	3,055,351	606	5,041.83	1.41%	0.00%	1.41%	0	0	0
Secondary M	3,877,047	37,789	0	123,865	3,715,392	681	5,455.79	3,509,346	28,476	123,865	3,357,005	587	5,718.92	4.82%	-0.82%	4.00%	0	0	-26,355
Secondary N	4,283,221	28,146	0	123,865	4,131,209	723	5,713.98	4,212,736	21,063	123,865	4,067,808	689	5,903.93	3.32%	0.00%	3.32%	0	0	0
Secondary O	3,853,137	42,520	0	123,865	3,686,751	745	4,948.66	3,984,395	30,284	123,865	3,830,245	751	5,100.19	3.06%	0.00%	3.06%	0	0	0
Secondary P	6,217,040	47,332	0	123,865	6,045,842	1152	5,248.13	6,414,790	41,800	123,865	6,249,125	1162	5,377.90	2.47%	0.00%	2.47%	0	0	0
Secondary Q	3,535,499	20,778	0	123,865	3,390,856	599	5,660.86	3,686,377	15,549	123,865	3,546,963	633	5,603.42	-1.01%	1.51%	0.50%	0	54,280	0
Secondary R	3,769,973	26,576	0	123,865	3,619,532	672	5,386.21	3,988,194	19,888	123,865	3,844,441	690	5,571.65	3.44%	0.00%	3.44%	0	0	0
	80,128,785	568,771	0	2,229,578	77,330,436	14,447		81,958,869	500,315	2,229,578	79,228,976	14,559					35,451	840,438	-166,252

Total	171,413,176	2,107,283	0	9,785,371	159,520,522	36,579		178,212,466	2,078,829	9,785,371	166,348,265	36,979	0				78,323	847,210	-1,071,776
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# Agenda Item 8



## Schools Funding Forum 18<sup>th</sup> June 2020

## ITEM 8

**Subject Heading:**

**COVID-19 pandemic support**

**Report Author:**

**David Allen – Strategic Finance Manager**

**Eligibility to vote:**

**All school and academy members and the PVI representative**

### SUMMARY

This item refers to the government's financial support for schools during the COVID-19 pandemic and proposes some additional funding from the DSG.

### RECOMMENDATIONS

To note the support from central government and consider an allocation of funding from the DSG to support schools with the additional costs of purchasing PPE etc.

### REPORT DETAIL

The government has issued guidance on a range of support for schools that include the opportunity to furlough staff who are employed directly against privately earned income and to claim a limited range of costs as set out in the attached guidance at Appendix A.

Schools are also expected to continue to meet the costs of current contracts to ensure that services can continue during and after the pandemic. This is set out in the guidance at Appendix B.

The government's expectation that primary schools should reopen from 1<sup>st</sup> June for pupils in Reception, Year 1 and Year 6 has placed additional financial pressure on schools in purchasing PPE, and on signage, tape etc to maintain social distancing.

It is proposed to allocate some additional funding to schools from the Schools Partnership Fund to support them in meeting these costs and to reconsider the position at a future meeting for the wider opening of schools in September.

The proposed allocations are based on a flat rate of £500 per school plus £1.50 per pupil reflecting the size of the school premises.

Department for Education

Guidance

# **School funding: exceptional costs associated with coronavirus (COVID-19) for the period March to July 2020**

Published 7 April 2020

We are extremely grateful for the exceptional efforts that teachers, headteachers and other school staff are making to support their pupils during this uniquely challenging period.

This guidance sets out the financial support the Department for Education will put in place to ensure schools can focus on the vital role they are playing at this time. While we do not know how long the current situation will continue, this guidance covers support for schools up to the end of the 2019 to 2020 summer term.

We have asked parents to keep their children at home, wherever possible, except for vulnerable children, and children of critical workers.

We have already confirmed that schools will continue to receive their core funding allocations – as determined by the local authority for maintained schools and through the general annual grant (GAG) for academies – for the 2020 to 2021 financial year (April 2020 to March 2021 for maintained schools and until August 2021 for academies and non-maintained special schools). This will happen regardless of any periods of partial or complete closure and will ensure schools can continue to pay staff and meet other regular financial commitments, as we move through these extraordinary times.

Local authorities will also continue to receive their high needs budgets and should continue to pay top-up and other high needs funding to schools. This will ensure that the employment and payment of staff supporting pupils with special educational needs and disabilities (SEND) can continue.

Similarly, where schools pay top-up or other funding for pupils attending alternative provision (AP), or pay for other SEND or AP services, we expect these payments to continue so that teachers and other staff can be paid in accordance with their existing employment contracts.

If placements and services for the summer term have not yet been agreed, schools should fund on the basis of previous patterns of placements and commissioning.

The additional funding set out in this guidance is not intended to cover any additional costs relating to changes in SEND provision organised by local authorities for individual children and young people with education, health and care (EHC) plans.

There will be some instances where schools that remain open have already, or will over the coming weeks, face additional costs as a result of the coronavirus (COVID-19) outbreak. In some instances, schools will not be able to cover these from their existing resources.

The following guidance sets out the details of the support the Department for Education is putting in place for such schools. We will keep this guidance under review, as the coronavirus (COVID-19) outbreak develops.

## **Eligibility for this funding**

Funding will be available for all state-funded mainstream and special schools, and alternative provision, including:

- primary, secondary and all through maintained schools, academies and free schools
- 16 to 19 academies and maintained schools
- maintained special schools
- special academies and free schools
- non-maintained special schools
- pupil referral units
- alternative provision academies and free schools
- maintained hospital schools and academies

## **How schools can access funding**

Funding will be available to cover costs relating to specific items. These items are ones we judge are likely to be necessary to allow schools to provide appropriate support to those children who will continue to attend school under the current arrangements.

Funding will be available to schools that are unable to meet such additional costs from their existing resources, or which they could only meet by drawing down on reserves and undermining their long-term financial sustainability.

While we are not asking schools to draw on existing reserves to meet these costs, we do not expect schools to make a claim against this funding if they are anticipating that they will be able to add to their reserves in the 2020 to 2021 financial year.

We are asking schools to make the necessary payments from their existing budgets and record these in line with local finance policies. In June, we will publish further guidance for schools on the process for informing us of any additional costs relating to coronavirus (COVID-19). We understand the significant challenges schools are facing at present and will therefore make the process for reporting this information as simple as possible. We will then make payments – direct to academies, or to local

authorities to pass onto their schools – to reimburse schools for costs they apply for up to the limits set out below.

## **Additional costs covered by the fund**

We understand this is a very challenging time for schools. We encourage all schools to continue to manage their budgets in the most effective way possible, and to redirect their existing resources to best support all their pupils, particularly vulnerable children and children of critical workers, in the current circumstances.

We have identified areas where we believe is it most likely that schools may face additional costs, as a result of the coronavirus (COVID-19) outbreak.

These are:

- **increased premises related costs** (including utilities and resources needed to keep the school open, such as hygiene services) associated with keeping schools open during the Easter and/or summer half term holidays, for vulnerable children and the children of critical workers, over and above the costs that schools would have faced in other circumstances
- **support for free school meals (FSM) for eligible children who are not attending school**, where those costs are not covered by the FSM national voucher scheme - this covers:
  - costs to schools arising before the introduction of the national voucher scheme
  - costs where schools are providing free meals to children for whom the national voucher scheme is inappropriate (for example, because there are no participating supermarkets locally or schools are providing meals directly)
- **additional cleaning** – required due to confirmed or suspected coronavirus (COVID-19) cases, in line with COVID-19: cleaning of non-healthcare settings, over and above the cost of existing cleaning arrangements

If a school faces other, extraordinary costs to deliver appropriate support to their pupils through this period that are not covered by this list and cannot be met by existing budgets, they should contact [DfE.CoronavirusHelpline@education.gov.uk](mailto:DfE.CoronavirusHelpline@education.gov.uk). Other queries should continue to be directed towards central enquiry channels.

## **Funding allowances**

Where they need to, schools will be eligible to claim up to the limits set out below. Schools will need to provide assurance that costs are legitimate additional costs incurred due to coronavirus (COVID-19) by taking necessary measures and should consider the following before submitting claims:

- schools should keep records of all expenditure relating to coronavirus (COVID-19), as is usual with all spend, these records will be necessary for local audit arrangements

- the headteacher or school business manager who submits the claim should give due consideration to their financial duties when doing so, including signing their name against any claim
- we would expect schools to be able to identify this income, and the related expenditure, when reporting their accounts

We want the claims process to be as simple and as user friendly as possible, recognising the additional work schools are already facing.

We will not be asking for detailed information of the individual items on a claim routinely, but schools should hold a record of what has been covered, in case of individual enquiries.

As usual, we reserve the right to audit the expenditure and clawback money if claims have not been made in accordance with the guidance, in order to protect public spending.

## **Limits for schools**

### **Mainstream schools**

250 pupils or fewer	£25,000
251 to 500 pupils	£30,000
501 to 1000 pupils	£50,000
Over 1000 pupils	£75,000

### **Special schools and alternative provision**

All schools	£50,000
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Pupil numbers will be defined by the following data:

- 2 to 4 year olds – headcount of funded places from January 2020
- 5 to 16 year olds – headcount from October 2019 census
- 16 to 19 year olds – pupil numbers from 2019 to 2020 academic year allocations

These limits have been set to ensure that few schools will be likely to exceed them, and we do not expect there to be many schools who need to spend up to these limits.

There may be some exceptional instances where individual schools will face additional costs that are higher than these limits. In these circumstances, schools will be able to make a case for increasing the limit when they submit a claim for additional funding.

## **Expectations of schools**

Schools will continue to receive their budgets for the coming year as usual, regardless of any periods of partial or complete closure, and this will ensure they are

able to continue to pay for staff and meet their other regular financial commitments, while delivering the provision required during this unprecedented period.

Costs that are part of schools' expected expenditure for the year but that will not provide a benefit to the school or its pupils (such as exam fees, where exams will not now take place) are not covered by the funding set out in this guidance. This funding is focused on additional costs that schools face, over and above their expected expenditure, in delivering appropriate support for their pupils through this period.

We recognise that staff will need to be in school over the Easter and summer half term holidays when they would usually not be working. In order to protect staff wellbeing, and minimise any need for existing staff to work additional hours in order to cover the holiday periods, schools should consider:

- adopting rota systems to cover holidays, and offering staff time off in lieu for this
- approaching the local authority or academy trust to check whether staffing support is available from other institutions
- making appropriate use of their supply budget

If schools still have unavoidable additional staffing costs they should discuss these with their Regional School Commissioner who will support them to resolve the issue.

## **Short-term support with costs**

We recognise that some schools may be unable to make up-front payments to cover the additional costs due to coronavirus (COVID-19) because of cash flow issues. In these circumstances, schools should follow the normal process for seeking short-term advances to support their cash flow by contacting the ESFA if they are an academy, or their local authority if they are a maintained school.

Any non-maintained special school with a cash flow difficulty should seek advice from the ESFA in the first instance.



Cabinet Office

Guidance

# **Procurement Policy Notice (PPN) 02/20: Supplier relief due to COVID-19 - additional sector guidance for state funded schools**

Updated 19 May 2020

## **Introduction**

This guidance is aimed at helping maintained schools and academy trusts understand how PPN 02/20 - the guidance that applies across the public sector on how publicly funded bodies should support suppliers through the COVID-19 outbreak - applies to them.

It focuses in particular on 3 important areas:

- helping to determine if you are a contracting authority - and therefore whether PPN02/20 applies to you
- to provide you with some overarching principles and guidance on how you may choose to review and respond to supplier requests within the scope of the PPN
- specific guidance on school food contracts

## **Background on PPN 02/20**

To ensure service continuity during and after the COVID-19 pandemic, all public sector contracting authorities have been advised by the government to support their at risk suppliers in a range of ways to ensure business and service continuity and to protect jobs. The measures set out in the PPN 02/20, issued on 19 March, are to ensure suppliers are in a position to resume normal contract delivery once the COVID-19 outbreak is over. The PPN is time-limited and applies through to 30 June 2020.

Schools will continue to receive their core funding allocations through this period, regardless of any periods of closure or reduced operation - and will therefore be in a position to consider supporting suppliers at risk. The DfE is putting in place [an additional fund to support schools with unavoidable additional costs associated with](#)

[COVID-19 that cannot be met from existing resources](#). For the avoidance of doubt, costs associated with supporting suppliers through PPN 02/20 would not be eligible for support through this fund. You should only support suppliers through core funding allocations.

The PPN only applies to contracted goods, services and works contracts, such as for building works, where there is a direct relationship between the contracting authority and its suppliers under a procured contract. It does not apply to other funding mechanisms such as grants, or contracts supported by private income such as for transport provision.

While contracting authorities have a responsibility to their own suppliers, PPN 02/20 is advisory only. It does not bind contracting authorities to do anything other than what they feel is appropriate under these challenging and complex circumstances.

## **Determining if you are a contracting authority**

When considering how to implement the PPN, you first need to determine whether you are a contracting authority and if you are, which of your suppliers may be at risk and fall within the scope of the supplier relief measures put forward in PPN 02/20.

Maintained schools, academy trusts and non-maintained special schools will be classed as a contracting authority as the majority of their income (more than 50%) is derived from state funding. Multi-academy trusts are typically the contracting authority for all schools within the trust. Independent special schools, which may not be regarded as a contracting authority under the relevant public contract regulations, may wish to consider applying the PPN 02/20 principles.

If you are in any doubt about whether you are classed as a contracting authority you may wish to seek your own legal advice.

## **Reviewing and responding to supplier requests**

The DfE knows that schools and trusts are already being contacted by suppliers about PPN 02/20 and that responding to their requests for relief can be complex and time consuming. The definition of 'suppliers' can include all organisations providing goods and services to your school, including local authorities and local authority trading services. All contracting authorities, including the DfE, are working to implement PPN 02/20 to support suppliers at risk. To help you decide how best to respond to any requests, the DfE would like to share details of our approach.

## **The Department for Education's 5-stage approach**

The DfE is using the 5-stage approach below to evaluate suppliers who fall within the scope of PPN 02/20. This approach may not work for all schools and trusts, as it reflects the complexity and scale of the DfE's commercial arrangements, so is intended to provide you with some overarching guidance and principles as to how you could choose to implement the PPN.

- stage 1: Assessment of whether the supplier has considered other measures announced by the government: this involves asking if they have explored, and applied for, as applicable, all other forms of support available to them, including the wider government business support schemes. This is to avoid duplication of funding, such as providing both supplier relief under PPN02/20 and payment of related workers that have been furloughed under the Coronavirus Job Retention Scheme (CJRS)
- stage 2: Assessment of whether they are a critical supplier to your organisation: the main consideration here is whether you feel the supplier provides a service or good(s) that are critical to your school in the medium and long term, and are important to business continuity to provide relief against the contract
- stage 3: Assessment of whether the supplier is financially 'at risk' as a result of COVID-19: In principle a supplier is deemed at risk where they are unable to fulfil the contractual obligations of a contract due to COVID-19 and are experiencing financial difficulties as a result
- stage 4: Commercial interventions to manage supplier: It is important that commercial judgement is used when considering the type of support available under the PPN, which could include:
  - payments for previously anticipated volumes (even if not met), or for the advanced order of materials where appropriate
  - continuing to pay for services to suppliers who give their best endeavours to continue delivery despite performance being somewhat affected
  - considering an extension of time for contract performance (for example, revised milestones or delivery dates)
  - taking a more reasonable view on agreed lead times which, despite best endeavours, might not be met by suppliers, and ensure their payments are not negatively affected by that
  - consider supplementing service delivery through your own resources, though this is likely to be difficult, but may help alleviate the challenges the supplier is suffering as a result of COVID-19
- stage 5: Financial interventions: As with the commercial interventions, financial judgement should be used when considering any of the suggested options below:
  - variation of payment mechanism - specifically beneficial where contracts are based upon the delivery of outcomes or outputs, you can vary the payment mechanisms to provide greater short term cash flow to the supplier, for example moving from payments on delivery of services, works or goods to aligning payments to the costs being incurred by the supplier, or breaking down milestone payments into multiple smaller payments
  - increasing speed of payment - this PPN seeks to expedite this process and adjust normal financial controls, such as paying reconciled invoices before their due date
  - prepayment of up to 25% of contract value - this specifically targets immediate cash flow issues but potentially creates a cash flow issue at a later date in the contract, so should be considered accordingly. For example, releasing a proportion of retained funds on capital projects, in lieu of actual defects being identified and remedied

If you do choose to make any commercial or financial interventions, you need to make sure they are documented, using the change control clauses contained in the contracts, even if this takes place retrospectively. [The Cabinet Office has developed a series of model clauses](#) to help with this.

There are a number of other important points to note when considering how best to implement PPN 02/20 for your school or trust:

- whatever approach you decide best meets your needs, you need to ensure you apply the necessary financial and governance controls as set out in the Local Scheme for Financing Schools for Maintained Schools and the Academies Financial Handbook for Academy Trusts
- maintained schools should also get advice from their local authorities on how they have implemented PPN 02/20 especially where you are accessing supplier contracts that they manage
- the PPN is very clear about the importance of transparency and suppliers agreeing to act on an open book basis and make cost data available to you during this period, so please ensure they do so where relevant
- keeping a record of your agreed approach and supporting rationale, along with details of any payments made, assessment of risks or contractual changes, is important to show that you have an audit trail. This needs to be maintained throughout the period the PPN applies and retained afterwards for any future audit purposes.

## School food contracts

As part of helping schools understand how to implement PPN 02/20, the DfE has provided [guidance explaining what schools should do to make sure eligible pupils have continued access to free school meals where the pupil is not attending school](#).

In line with PPN 02/20, contracting authorities should inform suppliers, which they believe are at risk, that they will continue to be paid as normal (even if service delivery is disrupted or temporarily suspended) until at least the end of June. The government will continue to provide schools with their expected funding, including funding to cover free school meals and universal infant free school meals, throughout this period of closure.

You should, therefore, continue to make payments to food suppliers that are considered at risk in relation to the cost of free school meals and universal infant free school meals. Such payment to suppliers should be made on the basis of the previous 3 months' invoices, and only where suppliers agree to act on an open book basis and make cost data available to the contracting authority. This does not apply to the costs of meals usually purchased by parents for children who are not eligible for free school meals.

Possible COVID-19 funding for primary schools

NOR	OPTION A			OPTION B			B - A
	£2	£250	alloc	£1.50	£500	alloc	Diff
629	£1,258	£250	£1,508	£943.50	£500	£1,444	-£65
622	£1,244	£250	£1,494	£933.00	£500	£1,433	-£61
621	£1,242	£250	£1,492	£931.50	£500	£1,432	-£61
609	£1,218	£250	£1,468	£913.50	£500	£1,414	-£55
597	£1,194	£250	£1,444	£895.50	£500	£1,396	-£49
594	£1,188	£250	£1,438	£891.00	£500	£1,391	-£47
585	£1,170	£250	£1,420	£877.50	£500	£1,378	-£43
575	£1,150	£250	£1,400	£862.50	£500	£1,363	-£38
541	£1,082	£250	£1,332	£811.50	£500	£1,312	-£21
528	£1,056	£250	£1,306	£792.00	£500	£1,292	-£14
507	£1,014	£250	£1,264	£760.50	£500	£1,261	-£4
492	£984	£250	£1,234	£738.00	£500	£1,238	£4
485	£970	£250	£1,220	£727.50	£500	£1,228	£8
482	£964	£250	£1,214	£723.00	£500	£1,223	£9
453	£906	£250	£1,156	£679.50	£500	£1,180	£24
451	£902	£250	£1,152	£676.50	£500	£1,177	£25
435	£870	£250	£1,120	£652.50	£500	£1,153	£33
419	£838	£250	£1,088	£628.50	£500	£1,129	£41
418	£836	£250	£1,086	£627.00	£500	£1,127	£41
416	£832	£250	£1,082	£624.00	£500	£1,124	£42
414	£828	£250	£1,078	£621.00	£500	£1,121	£43
409	£818	£250	£1,068	£613.50	£500	£1,114	£46
409	£818	£250	£1,068	£613.50	£500	£1,114	£46
396	£792	£250	£1,042	£594.00	£500	£1,094	£52
390	£780	£250	£1,030	£585.00	£500	£1,085	£55
379	£758	£250	£1,008	£568.50	£500	£1,069	£61
362	£724	£250	£974	£543.00	£500	£1,043	£69
361	£722	£250	£972	£541.50	£500	£1,042	£70
357	£714	£250	£964	£535.50	£500	£1,036	£72
357	£714	£250	£964	£535.50	£500	£1,036	£72
356	£712	£250	£962	£534.00	£500	£1,034	£72
354	£708	£250	£958	£531.00	£500	£1,031	£73
351	£702	£250	£952	£526.50	£500	£1,027	£75
343	£686	£250	£936	£514.50	£500	£1,015	£79
336	£672	£250	£922	£504.00	£500	£1,004	£82
334	£668	£250	£918	£501.00	£500	£1,001	£83
330	£660	£250	£910	£495.00	£500	£995	£85
327	£654	£250	£904	£490.50	£500	£991	£87
320	£640	£250	£890	£480.00	£500	£980	£90
315	£630	£250	£880	£472.50	£500	£973	£93
315	£629	£250	£879	£472.00	£500	£972	£93
270	£540	£250	£790	£405.00	£500	£905	£115
269	£538	£250	£788	£403.50	£500	£904	£116

269	£538	£250	£788	£403.50	£500	£904	£116
265	£530	£250	£780	£397.50	£500	£898	£118
263	£526	£250	£776	£394.50	£500	£895	£119
261	£522	£250	£772	£391.50	£500	£892	£120
259	£518	£250	£768	£388.50	£500	£889	£121
243	£486	£250	£736	£364.50	£500	£865	£129
241	£482	£250	£732	£361.50	£500	£862	£130
237	£474	£250	£724	£355.50	£500	£856	£132
232	£464	£250	£714	£348.00	£500	£848	£134
232	£464	£250	£714	£348.00	£500	£848	£134
208	£416	£250	£666	£312.00	£500	£812	£146
207	£414	£250	£664	£310.50	£500	£811	£147
205	£410	£250	£660	£307.50	£500	£808	£148
196	£392	£250	£642	£293.63	£500	£794	£152
172	£344	£250	£594	£258.00	£500	£758	£164
172	£344	£250	£594	£258.00	£500	£758	£164
143	£286	£250	£536	£214.50	£500	£715	£179
103	£206	£250	£456	£154.50	£500	£655	£199
22,420	£44,841	£15,250	£60,091	£33,631	£30,500	£64,131	£4,040

Special schools £1,500 each x 3

£4,500

£4,500

£64,591

£68,631



## Schools Funding Forum 18<sup>th</sup> June 2020

## ITEM 9

**Subject Heading:**

**Changes to IDACI Deprivation Data**

**Report Author:**

**David Allen – Strategic Finance  
Manager**

**Eligibility to vote:**

**All members**

### SUMMARY

This report is to bring to the attention of the Schools Funding Forum the revised IDACI (Income Deprivation Affecting Children Index) data following the release of the 2019 update from the Ministry of Housing, Communities and Local Government.

### RECOMMENDATIONS

To note the report.

### REPORT DETAIL

In September 2019 the Government released an update to the 2015 English Indices of Deprivation. There is a range of deprivation measures which feed into the overall scores, one of which, IDACI, is used in the funding formula for schools and early years providers. The full report can be found here:  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/835115/loD2019\\_Statistical\\_Release.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/835115/loD2019_Statistical_Release.pdf)

The methodology is based on Lower-layer Super Output Areas (LSOA) (postcodes) and shows a significant shift in deprivation particularly in London where it has reduced. These reductions include Havering and a comparison between 2015 and 2019 data is attached at Appendices A and B.

Schools and early years funding for 2020-21 has been based on the 2015 data as in previous years but funding for future financial years will be based on the updated 2019 data.

Consideration will need to be given to these data changes when modelling funding for 2021-22.



COMPARISON OF SCHOOL IDACI DEPRIVATION DATA FROM 2015 AND 2019

Summary of recategorisation of IDACI levels from 2015 to 2019

Count of PupilOnRollTableID IDACI 2015	IDACI 2019								Grand Total
	A	B	C	D	E	F	G	(blank)	
A	1	5	2	1	3	3			15
B		414	1313	743	69	54			2593
C			316	1211	1334	250	5		3116
D				39	1001	1927	618		3585
E				25	569	1194	2991		4779
F					253	1795	3831		5879
G						834	18904		19738
(blank)			10	4	11	66	44	23	158
Grand Total	1	419	1641	2023	3240	6123	26393	23	39863

School Number	IDACI bandings from 2015 data
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Count of PupilOnRollTableID IDACI 2015	IDACI 2015								Grand Total
IDACI 2015	A	B	C	D	E	F	G	(blank)	
3111109		3	2	4	1	7	16		33
3112000		1	5	4	51	17	181		259
3112003		3		25	16	48	256	3	351
3112004		10	53	29	60	85	54	4	295
3112005		39	20	37	34	35	414	18	597
3112006		5	4	3	49	4	292		357
3112007		2	1	2	47	1	215	1	269
3112008		12	43	15	17	143	179		409
3112009		7	10	15	8	206	169	1	416
3112012		89	72	45	23	4	8		241
3112014		5	30	50	175	62	205	6	533
3112015		5	11	14	39	112	359	1	541

IDACI bandings from 2019 data
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IDACI 2019								Grand Total
A	B	C	D	E	F	G	(blank)	
		3	1		6	23		33
			1	11	15	232		259
		3	4	1	78	265		351
		9	35	20	95	136		295
6	21	19	14	218	318		1	597
	4		6	75	272			357
	2		1	66	200			269
2	34	15	24	28	306			409
2	3	9	9	12	380		1	416
39	45	26	53	33	45			241
2		4	31	72	423		1	533
	6	5	14	20	496			541

Change from 2015 to 2019
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Average of IDACI2015	Average of IDACI2019
22.4%	17.0%
15.4%	12.2%
12.0%	11.4%
26.3%	19.9%
18.7%	16.6%
13.6%	11.1%
14.0%	11.3%
21.1%	15.8%
20.3%	13.5%
36.5%	29.7%
22.1%	14.8%
15.3%	12.4%

School Number	IDACI bandings from 2015 data								
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Count of PupilOnRollTableID	IDACI 2015								Grand Total
IDACI 2015	A	B	C	D	E	F	G	(blank)	
3112016		6	60	18	13	10	226	1	334
3112017		23	46	13	43	40	242	2	409
3112019		1	4	4	42	12	110	1	174
3112020		54	58	39	63	14	31	2	261
3112022		7	42	62	32	34	150		327
3112023		5	29	46	13	31	107	1	232
3112024		9	8	17	27	70	246	4	381
3112025		6	9	45	25	47	127	2	261
3112026		15	14	38	32	36	101	1	237
3112031		2	17	12	5	85	15	2	138
3112032		6	20	24	31	122	191	2	396
3112036		86	58	47	9	3	4	2	209
3112038		19	147	84	101	117	207	1	676
3112041		4	13	83	43	63	130		336
3112042		2	13	107	52	59	161		394
3112055		11	29	47	32	41	325		485
3112056		11	22	35	33	33	294		428
3112060		7	52	13	8	11	206	2	299
3112061		5	12	9	86	17	227	1	357
3112062		3	7	5	59	14	155		243
3112066		1			1	3	356		361
3112067					1	3	265		269
3112069		6	6	8	95	5	333		453
3112070		1		3	22	21	268		315
3112073		8	45	20	74	67	359	2	575
3112076		3	1	2	26	22	306	2	362
3112078		1	19	2	28	136	46	3	235
3112080			7	11	11	24	333	4	390
3112081		253	64	47	144	40	41	2	591
3112084		137	18	15	40	117	23		350
3112085		83	119	69	132	31	41		475

IDACI bandings from 2019 data								
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IDACI 2019								Grand Total
A	B	C	D	E	F	G	(blank)	
		5	6	61	16	245	1	334
	2	16	17	1	94	279		409
		2	1	7	13	151		174
	16	36	21	27	55	105	1	261
		34	11	46	72	164		327
	1	25	4	27	50	125		232
		9	7	7	25	333		381
		6	4	66	51	134		261
		7	13	68	47	102		237
		1	1	18	85	33		138
		4	5	23	69	294	1	396
	40	44	26	34	29	35	1	209
	2	9	121	48	141	355		676
	2		4	81	26	223		336
			2	102	30	260		394
	3	5	13	26	58	380		485
	7	1	8	22	47	343		428
	1	3	12	45	14	223	1	299
		5	4	11	49	288		357
		3	2	5	37	196		243
		1			2	358		361
				1		268		269
		6	5	4	5	433		453
			1	1	12	301		315
		2	48	65	26	434		575
	2		1	1	15	342	1	362
			16	40	7	172		235
		7		4	15	364		390
	6	189	113	36	130	115	2	591
		3	145	50	115	37		350
	25	53	54	42	103	198		475

Change from 2015 to 2019
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Average of IDACI2015	Average of IDACI2019
21.2%	15.1%
20.8%	16.3%
16.5%	12.9%
31.4%	24.5%
23.9%	19.6%
23.9%	18.8%
16.5%	12.5%
22.5%	19.6%
24.2%	21.1%
26.0%	20.6%
20.0%	14.0%
37.3%	30.8%
25.5%	19.9%
23.7%	17.7%
23.4%	17.4%
20.0%	15.0%
19.8%	14.8%
21.2%	15.3%
17.8%	12.7%
18.0%	12.7%
6.4%	6.1%
7.1%	6.3%
13.9%	10.4%
13.7%	9.6%
19.9%	17.3%
13.5%	9.6%
23.0%	16.1%
12.0%	9.6%
34.0%	28.1%
31.1%	25.4%
31.3%	24.2%

School Number	IDACI bandings from 2015 data							
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Count of PupilOnRollTableID	IDACI 2015								Grand Total
IDACI 2015	A	B	C	D	E	F	G	(blank)	
3112086	2	1	1	8	13	9	417		451
3112087		175	150	95	120	81	57	3	681
3112089		9	112	15	126	109	71	3	445
3112090		224	34	108	126	88	107	2	689
3112092		9	77	139	117	60	120	7	529
3112093		6	49	47	17	39	212		370
3112094		2	1	4	6	113	501	2	629
3112097		6	59	193	39	289	56	7	649
3113000		7	14	16	14	9	42	1	103
3113301		38	60	58	89	101	232	7	585
3113501		4	7	19	27	107	254		418
3113502		16	26	27	51	51	36	1	208
3113503		10	34	46	80	48	161		379
3113504		57	23	48	39	27	38		232
3113505		40	24	50	38	24	40	1	217
3113506		1	1	4	11	32	370		419
3113507		4	24	52	65	46	158	5	354
3113508		5	18	23	12	57	88	2	205
3113509	2	2	5	17	48	84	426	1	585
3114000		7	8	11	25	136	798	2	987
3114001		55	16	29	84	63	615	4	866
3114003		79	111	99	103	126	162	9	689
3114006		19	8	29	99	88	780	5	1028
3114007	1	46	78	91	165	212	340	1	934
3114013		62	76	103	71	178	239		729
3114014		63	78	90	142	165	158	4	700
3114015	1	14	3	30	50	63	105	1	267
3114016		39	65	80	70	80	358	1	693
3114025	1	67	49	88	90	103	235	2	635
3114037		30	102	97	87	96	579	4	995
3114042		65	127	157	147	136	219		851

IDACI bandings from 2019 data							
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IDACI 2019								Grand Total
A	B	C	D	E	F	G	(blank)	
	1	1	1	5	25	418		451
	36	100	151	57	126	211		681
			120	116	24	184	1	445
	46	170	23	38	134	276	2	689
	2	6	5	79	157	279	1	529
	1	39	8	34	54	234		370
	1		1	1	115	511		629
	2	4	1	68	264	308	2	649
	2	3	7	13	18	60		103
	3	8	37	63	95	379		585
		2	2	8	70	336		418
		3	35	62	35	73		208
		4	19	49	49	258		379
	15	38	10	23	48	98		232
	11	28	14	15	46	103		217
			2	5	14	398		419
		3	4	27	76	244		354
		13	8	24	30	130		205
	2	4	4	14	59	502		585
	1	3	4	19	122	838		987
	7	23	32	19	180	605		866
		32	86	178	156	237		689
	2	12	9	18	69	916	2	1028
	1	7	115	183	133	495		934
	6	30	49	74	173	397		729
	3	20	46	112	156	363		700
	1	7	8	25	75	151		267
	7	48	31	66	107	434		693
	14	48	19	51	117	385	1	635
	5	18	30	103	116	723		995
	10	41	82	109	170	439		851

Change from 2015 to 2019
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Average of IDACI2015	Average of IDACI2019
11.4%	10.9%
32.1%	26.0%
27.1%	22.8%
31.5%	25.6%
27.8%	19.0%
20.3%	17.1%
10.6%	9.5%
26.0%	19.3%
24.9%	18.5%
23.1%	16.9%
17.4%	12.6%
26.7%	22.7%
23.5%	17.2%
30.1%	23.9%
29.3%	23.0%
9.3%	8.4%
21.3%	15.1%
21.3%	16.9%
12.8%	11.0%
11.1%	9.9%
17.2%	14.3%
27.9%	22.4%
14.5%	11.4%
23.8%	20.0%
24.8%	18.3%
26.5%	19.9%
20.9%	17.0%
21.6%	17.4%
24.0%	18.2%
21.1%	15.8%
26.9%	20.4%

School Number	IDACI bandings from 2015 data
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Count of PupilOnRollTableID	IDACI 2015								Grand Total
IDACI 2015	A	B	C	D	E	F	G	(blank)	
3114700		26	32	61	93	145	749	1	1107
3115400		66	88	136	189	235	638	6	1358
3115401		21	47	45	66	223	428	1	831
3115402	8	23	20	36	59	120	1197	3	1466
3115403		19	33	54	53	128	529		816
3116905		271	228	178	267	95	107	1	1147
3117000		21	11	11	11	28	77		159
3117003		9	11	10	11	11	26		78
3117004		19	16	13	16	22	39		125
Grand Total	15	2593	3116	3585	4779	5879	19738	158	39863

IDACI bandings from 2019 data
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IDACI 2019								Grand Total
A	B	C	D	E	F	G	(blank)	
	5	21	18	56	110	897		1107
	12	43	37	98	238	928	2	1358
	1	32	23	32	70	673		831
1	2	10	16	40	102	1294	1	1466
	2	15	20	44	107	628		816
	52	172	136	122	256	409		1147
	5	9	13	18	20	94		159
	1	5	7	5	20	40		78
	2	13	6	14	31	59		125
1	419	1641	2023	3240	6123	26393	23	39863

Change from 2015 to 2019
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Average of IDACI2015	Average of IDACI2019
16.0%	12.7%
21.2%	16.0%
19.2%	14.3%
10.9%	9.2%
16.3%	13.0%
31.7%	24.9%
22.0%	18.5%
25.1%	19.0%
26.3%	20.5%
20.9%	16.4%

COMPARISON OF SCHOOL WARD IDACI DEPRIVATION DATA FROM 2015 AND 2019

Summary of recategorisation of IDACI levels from 2015 to 2019

School Ward	IDACI bandings from 2015 data									IDACI bandings from 2019 data									Change from 2015 to 2019	
Count of PupilOnRollTableID	IDACI 2015								Grand Total	IDACI 2019								Grand Total	Average of IDACI2015	Average of IDACI2019
IDACI 2015	A	B	C	D	E	F	G	(blank)		A	B	C	D	E	F	G	(blank)			
Brooklands		80	231	434	303	599	349	20	2016		7	31	53	277	662	983	3	2016	26.6%	19.5%
Cranham		9	9	15	31	249	1299	4	1616		2	3	5	20	237	1349		1616	10.9%	9.7%
Elm Park		23	138	178	74	161	557	3	1134		2	111	31	131	206	653		1134	22.3%	18.1%
Emerson Park	2	140	77	164	323	340	2975	28	4049		21	78	79	112	602	3154	3	4049	15.7%	13.1%
Gooshays		602	551	391	510	169	230	5	2458		174	363	269	292	507	851	2	2458	32.3%	25.5%
Hacton		65	134	137	164	429	1475	10	2414		9	104	58	115	195	1933		2414	17.8%	14.0%
Harold Wood		451	260	155	307	161	340	7	1681		44	305	281	94	350	605	2	1681	30.0%	24.4%
Havering Park		101	341	286	322	347	522	6	1925		14	62	245	190	424	990		1925	26.2%	20.0%
Heaton		330	92	216	214	150	211	3	1216		73	241	54	81	248	517	2	1216	30.4%	24.4%
Hylands		76	104	151	177	450	1258	4	2220		8	36	58	107	339	1670	2	2220	19.1%	13.8%
Mawneys		16	60	236	175	170	452		1109		2	4	25	232	105	741		1109	23.5%	17.4%
Pettits		107	349	320	327	338	2020	19	3480		19	43	110	347	422	2537	2	3480	21.1%	15.6%
Rainham and Wennington	1	64	254	128	393	524	816	9	2189		1	9	299	404	190	1285	1	2189	23.4%	19.4%
Romford Town		77	124	194	459	302	1176	12	2344		14	49	46	133	315	1784	3	2344	20.0%	14.7%
South Hornchurch		253	178	224	251	377	449	13	1745			51	283	424	404	583		1745	27.1%	22.4%
Squirrel's Heath	1	82	73	107	331	139	1124	4	1861		14	62	25	74	344	1341	1	1861	18.6%	14.1%
St Andrew's		33	68	72	168	465	904	3	1713		3	40	35	59	116	1459	1	1713	18.7%	13.7%
Upminster	11	84	73	177	250	509	3581	8	4693	1	12	49	67	148	457	3958	1	4693	12.4%	10.5%
Grand Total	15	2593	3116	3585	4779	5879	19738	158	39863	1	419	1641	2023	3240	6123	26393	23	39863	20.9%	16.4%

# Agenda Item 10



## **Schools Funding Forum 18<sup>th</sup> June 2020**

**ITEM 10**

**Subject Heading:**

**School Energy Contracts**

**Report Author:**

**Shahbaz Khan - Energy Officer**

### **SUMMARY:**

One of the responsibilities of Schools Forums is to consider contracts where the local authority is entering a contract to be funded from the schools budget.

This report is for the Schools Funding Forum to note the recent changes to the arrangements for Havering's energy procurement that affect schools.

### **REPORT DETAIL:**

For several years schools have been part of the same energy procurement framework contract with Crown Commercial Services (CCS) that the Council uses to purchase gas and electricity. School sites and supplies have been tied in to the same contractual terms as the Council. In September LB Havering gave notice to CCS that it would be terminating the contract which ended on 31 March 2020. All the supplies under the framework (the council's own and any that are part of the LB Havering Framework, including the supplies to schools) exited the CCS framework at midnight 31 March 2020.

Lb Havering in consultation with London Borough's consortium called LEP (London Energy project) had undertaken this exercise for energy procurement for the next framework (2020-2024). The Council has opted to join LEP LASER framework and we contacted schools in December 2019 before entering into the new contract from 01.04.2020 and gave them the option of opting out. Majority of the schools picked the default option to continue their existing arrangement for energy procurement by using Council's energy framework. We only received a few responses from some academies which opted out of the Council's energy procurement framework.

London Borough of Havering entered into the framework in February 2020 with LASER (Kent County Council) starting from 01.04.2020 to 30.09.2024. This framework with LASER (Kent County Council) has also been chosen by a majority of London Boroughs' and LASER is also serving the majority of the schools within London for the last 30 years. LBH schools are now part of the Council's newly signed contract which will come to an end on 30.09.2024. We have also emailed energy tariff details to each school after entering into agreement showing unit rates, standing charges, etc.

This public sector procurement organisation called LASER (Kent County Council) provides competitive tariff, legal compliance obligations, maintained energy data, quality

services as part of the large consortium of London Boroughs within Kent County Council Framework.

There are various options available in the market through private energy brokers which we had already evaluated; prior to selecting public sector procurement framework as assessed by the London borough's energy consortium called "London Energy Project". Now the schools have been approached by private energy brokers due to sudden reduction of prices in the market. The energy market is highly volatile and we have opted to purchase in advance by entering fixed term contracts so LASER will be able to purchase energy in advance for the future years as well which will benefit us.

Please also find below LASER performance in purchasing energy for the public sector issued by Bloomberg.



LASER regularly benchmarks energy prices. For the most recent 12 months, LASER's gas and electricity prices are 36% and 14% lower respectively than average consumer prices as published by the Department for Business, Energy & Industrial Strategy.

### Energy Management System:

We have also acquired energy management system called "SystemsLink" and we are working to collate all information from the energy suppliers within the system and will also provide web portal access to all schools. This portal will provide energy consumption and cost reports, targeting and monitoring and forecasting. Further, we will also advise schools based on the system to reduce their energy consumption and costs.

We assure cooperation during contract period and advice if any schools require any further information or guidance about energy management.

# Agenda Item 11

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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# Agenda Item 12

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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