

'De-delegation' proposals

1. As a result of previous consultations, schools will be aware that national funding arrangements require all LAs to delegate funding to mainstream schools for the same services and functions, with a general presumption of maximum delegation. However, where relevant school representatives on a Schools Forum agree that the whole budget for their phase e.g. primary or secondary should be returned to the Council for central management, this is allowed, but only in respect of a small number of services. This recognises that there are reasons of cost effectiveness, shared risk management and ease of organisation and management that a strategic approach can bring.
2. The DfE term this approach 'de-delegation' and it applies only to maintained primary and secondary schools. Academy schools are responsible for providing these services and therefore receive their share of 'de-delegated' budgets direct, with some being available for purchase from the council. 'De-delegation' is not relevant to special schools or pupil referral units as these institutions are funded from separate High Needs budgets where the DfE requires different arrangements apply.
3. Overall, around £1.2m of Schools Block funding is involved in BF and covers contingencies (including schools in financial difficulties and exceptional costs in primary schools), support to underperforming ethnic groups and bilingual learners, CLEAPSS subscriptions, Behaviour Support Services, staff supply cover costs, premature retirement / dismissal cost and free school meal eligibility checking. In general, a per pupil deduction is made to maintain school budgets and passed back to the council to use to fund central management of the services.
4. The relevant services affected are summarised below in Table 1. When asked, schools have always supported on-going 'de-delegation' of services, with 97% of respondents on average agreeing in each of the last 3 years.

Table 1: Services subject to de-delegation at April 2019 with approximate amounts

Ref	Service area	Gross budget	Academy deduction	Potential budget for LA to manage
		£k	£k	£k
<u>Items requested for-de-delegation</u>				
1	Contingencies; support to schools in financial difficulty and exceptional costs in primary schools (1)	290	-96	194
2	Support to underperforming ethnic minority and bi-lingual pupils	127	-28	99
3	CLEAPSS licence fees	1	0	1
4	Staff supply for official absences (1, 2)	360	-104	256
5	Premature retirement / dismissal costs (1)	62	-18	44
6	Free school meals eligibility checking	20	-6	14
7	Behaviour and Education Support Team	300	-78	222
8	Anti-bullying co-ordinator	25	-7	18
TOTAL		1,185	- 337	848

- 1 Not available for buy-back by academy schools
 - 2 Includes maternity leave (£220k), trades union (£19k) and suspensions (£17k).
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5. A particular issue on the official school absences element of de-delegation services has emerged over the last few years. This relates to the element that funds the cost of classroom staff on maternity leave, meaning that schools do not have to meet both the cost of staff on maternity leave and the cost of any required cover arrangements. The scheme therefore manages risks and ensures predictability of costs on what can be a high cost, volatile budget.
 6. In 2018-19 the budget over spent by £55k (26%) which followed a £26k (10%) over spend in 2017-18. This reflects both an increase in incidence of maternity leave and their average cost through pay awards. As the per pupil de-delegation deduction has remained unchanged, and with costs increasing by around 9% in September 2019 from the 7% confirmed increase in contribution rate to the Teacher's Pension Scheme and a 2% pay award proposed by the DfE, costs are expected to increase further.
 7. For 2020-21, the expectation is that a budget requirement of around £0.300m, an increase of around £0.080m will be required to maintain current levels of benefit. To move the service to a viable financial position, the rate of per pupil deduction will need to increase from £23 to £31 per pupil (+35%) or the percentage of costs covered by the scheme reduced from the current 100% rate to around 75%.
 8. Alternatively, the scheme could close and schools manage these costs on an individual basis and no longer make a per pupil deduction through the de-delegation route.
 9. Views are therefore being sought from maintained, mainstream schools as to how this aspect of the scheme should operate.
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1 Support to schools in financial difficulty

Service description	Main Responsibilities / functions
<p>This funding is mainly used to support schools facing financial difficulty meeting the following criteria:</p> <ul style="list-style-type: none"> • were unable to set a balanced budget and were in need of a loan arrangement at the start of the relevant financial year, and/or • were in or likely to fall into one of the Ofsted categories of causing concern, including serious weaknesses or special measures <p>Funding allocations from this budget are subject to meeting criteria set by the Schools Forum, which also receives regular progress reports.</p>	<p>Where schools enter an Ofsted category of concern (judged to have serious weaknesses or placed into Special Measures) the LA establishes a Standards Monitoring Board (SMB). The Board has an independent chair and senior officers of the LA as members. The headteacher and Chair of Governors of the school are invited to attend the SMB to report on progress. A support plan outlines the actions to be taken by the school and the LA in order to effect rapid improvement. Where the school is unable to fund these actions from its own delegated budget the SMB can request that additional resources be sought. This budget supports the additional costs that need to be incurred to effect improvement.</p>
<p>Key outcomes achieved in 2017-18:</p>	
<p>Key outcomes include:</p> <ul style="list-style-type: none"> • Improved pupil outcomes at the end of all Key Stages compared to 2017. • Gap for PPG pupils narrowed in Year 1. KS1 and KS4. • 12 out of 13 inspections positive. • 3 HMI visits (Holly Spring Juniors, Winkfield St Marys and Garth all judged to be taking effective action. • School which did not remain good was judged to require improvement by Ofsted but had been previously judged as an LA category 4. LA and school worked closely together for 12 months prior to the inspection. Leadership capacity enhanced. <p>8 maintained schools causing concern all made significant gains in pupil outcomes in 2018. Of the 6 primary schools – 4 are now in line or above national and 2 below but significant gains made compared to 2017.</p>	
<p>Benefits of a centrally managed service:</p>	
<p>Main benefits include:</p> <ul style="list-style-type: none"> • Ability to target resources to the schools facing financial difficulty e.g. in an Ofsted category, experiencing a falling roll etc. • The SMB allows for a successful approach to be adopted to support improvement, aligned with additional resources paid directly to schools and holds relevant schools accountable for how funds are spend. • Any unspent funding at year end must be used in the calculation of total funds available to schools in the next financial year 	

2019-20 Estimated Budget		Indication of LA service provision
	£k	
Primary schools	116	The LA intends to seek to de-delegate this function in order to apply a strategic approach to the use of funds, in accordance with policies agreed by the Schools Forum.
Secondary schools	78	
Total	194	Contact Rachel Morgan on (01344) 354037 for further information.

2 Support to underperforming EAL: English as an Additional Language (EAL)

Service description	Main Responsibilities / functions
To support underperforming EAL pupils across Bracknell Forest schools.	To work in partnership with teachers to provide: <ul style="list-style-type: none"> • Initial English language assessment • EAL pupil support (see below)
Key outcomes achieved in 2017-18:	
<p>Key outcomes include:</p> <ul style="list-style-type: none"> • A total number of 122 pupils (85 primary and 37 secondary) were assessed where 98 were supported. These were new arrivals as well as complete beginners in their acquisition of the English Language. Each pupil received an hour a week in school. 53 were able to access the curriculum at the end of the year. • 8 training sessions were delivered in schools (6 primary and 2 secondary) to train teachers and teaching assistants in supporting EAL pupils. As a result, those that attended were able to meet the needs of their EAL pupils independently and more confidently. • 13 pupils (all in Year 11 and across 2 secondary schools) were prepared and supported for the IGCSE English as a Second Language exam. Succeeding in this programme has meant that they have been able to take up post – 16 courses which they would not have been able to had the opportunity not been there for them. 	
Benefits of a centrally managed service:	
<p>Main benefits include:</p> <ul style="list-style-type: none"> • Retention of highly specialised and well regarded team able to respond quickly to assess EAL children's needs and provide support for schools. • Initial language assessments carried out both in English and pupil first language (where appropriate) by members of a specialist team. • Detailed individual reports for each EAL pupil assessed written and passed on to relevant schools, families and pupils • Pupils supported in a variety of ways to support the work of the schools and teachers. This can be in class, clearly defined withdrawal based, individual pupil support or group support. • Support and advice provided to 6th forms and EAL pupils in 6th forms to aid transitions through F.E. and onto H.E. • Lesson content devised and delivered by specialist team members around developing academic understanding across all subject areas • Long term focus on assisting curriculum access for EAL pupils to make positive progress • Continuous and effective collaboration with teachers and teaching assistants feeding back lesson progress and sharing good practice • Support for head teachers and SLT to ensure statutory duties are reflected through school policies and functions. Support for staff training and staff meetings. • Support for a range of GCSE language options and IGCSE. Schools and pupils aided in preparation and entry. Advice to schools and parents. • Development and delivery of EAL focused inter-school linking programmes • School based programmes supported and developed to work closely with the local community • Schools supported in communicating with EAL/BME families during parents' evenings • Specialist training courses developed and routinely delivered • Support for pupils not related to their point of entry or length of stay in school but determined by need • Availability of service to schools as and when a new arrival joins. This flexible approach ensures that the initial assessment is carried out within three working days of a referral made and personalised timely recommendations and support is provided. • A pupil takes on average around 3 – 5 years to develop their social communications skills in English. The EAL & Diversity Team support pupils, where appropriate, for periods longer than this to develop their English language skills to progress academically (usually 4 – 7 years for new arrivals). 	

- Progress of supported pupils tracked each half term providing schools and the LA with important performance monitoring information.
- EAL progress and attainment data consistently analysed to align services to meet current and determine future trends and to inform reports to the Council and central government.

2019-20 Estimated Budget		Indication of LA service provision
	£k	The LA intends to seek to de-delegate this function
Primary	91	Contact Kashif Nawaz on (01344) 353318 for further information on this service.
Secondary	8	
Total	99	

3 Licences / Subscriptions: Consortium of Local Education Authorities for the Provision of Science Services (CLEAPSS)

Service description		Main Responsibilities / functions
<p>This budget covers the cost of paying the annual invoice from CLEAPSS which is an advisory service providing support in science and technology for a consortium of local authorities and their schools including establishments for pupils with special needs.</p>		<p>The CLEAPSS subscription provides advice and resources relating to:</p> <ul style="list-style-type: none"> • health and safety including model risk assessments, • chemicals, living organisms, equipment, • sources of resources, • laboratory design, facilities and fittings, • technicians and their jobs, • D&T facilities and fittings.
Benefits of a centrally managed service:		
<p>Main benefits include:</p> <ul style="list-style-type: none"> • A boroughwide agreement on behalf of all schools is a more cost effective in terms of the direct charge to each school from CLEAPSS (circa 25% discount) and indirect use of administration time. 		
2019-20 Estimated Budget		Indication of LA service provision
	£k	<p>The LA intends to seek to de-delegate this function</p> <p>Contact Rachel Morgan on (01344) 354037 for further information on this service.</p>
Primary	Nil	
Secondary	1	
Total	1	

4 Staff supply cover costs: Official absence for reasons of maternity leave, union duties and suspension

Service description		Main Responsibilities / functions
<p>An insurance type scheme is in operation whereby a central budget pays for eligible staff costs when there is an absence from school for official or statutory reasons relating to maternity leave, union duties and staff suspension.</p> <p>Schools are responsible for funding any back fill costs that they determine are required to be put in place during the absence.</p> <p>The trade union arrangements cover the costs associated with consultation and representation requirements.</p>		<p>Employment law conveys a right for staff to be absent from school for certain official and/or statutory reasons or to perform certain duties. Schools need to comply with these requirements and ensure sufficient staff are in place to meet their responsibilities.</p>
Benefits of a centrally managed service:		
<p>Main benefits include:</p> <ul style="list-style-type: none"> • Schools continue to finance the costs for cover only, LA funds cost of substantive post therefore easier to budget plan • No doubling up of costs that would otherwise occur with schools needing to pay cost of substantive post and supply cover • Insurance scheme shares cost risk to even out peaks and troughs as their incidence is uneven and unpredictable • Continued opportunities for collective consultation and negotiations with trade unions. 		
2019-20 Estimated Budget		Indication of LA service provision
	£k	The LA intends to seek to de-delegate this function Contact Paul Young on (01344) 354006 for further information on this service.
Primary	185	
Secondary	71	
Total	256	

5 Premature Retirement / Dismissal Costs

Service description		Main Responsibilities / functions
<p>This funding is to cover future costs that are expected to arise in schools through premature retirement and dismissal costs associated with redundancy procedures. This may also, in certain circumstances, include the termination of fixed term contracts. The incidence and likely costs are unpredictable and not generally known when schools set their budget.</p>		<p>Employment law and the approved funding policy set out the circumstances when individual schools will be required to fund the cost of relevant costs.</p>
<p>Benefits of a centrally managed service:</p>		
<p>Main benefits include:</p> <ul style="list-style-type: none"> • Available funds targeted only to those schools actually incurring costs • Easier budget planning for schools as this minimizes the need for schools to budget for a contingency to cover what are unpredictable and generally high costs • No additional costs associated with the termination of fixed term contracts 		
2019-20 Estimated Budget		Indication of LA service provision
	£k	<p>The LA intends to seek to de-delegate this function</p> <p>Contact Paul Young on (01344) 354006 for further information on this service.</p>
Primary	32	
Secondary	12	
Total	44	

6 Checking Pupil Eligibility to a Free School Meal (FSM)

Service description		Main Responsibilities / functions
Receive applications from parents which are processed and checked for entitlement to FSM. Schools are informed to update their census to maximise income. Parents also receive a letter informing them of their child's eligibility to a FSM.		Ensures schools have relevant information to complete the annual, national census and maximise income.
Benefits of a centrally managed service:		
Main benefits include: <ul style="list-style-type: none"> • Schools receive accurate and up to date information on pupils eligible for a Free School Meal, thereby maximising income from the Pupil Premium and the BF Funding Formula • Potential for more pupils from deprived backgrounds to receive a lunchtime meal • Robust system in place enabling correct and legal interpretation of the legislation. • Access to the ECS • Quick and easy for parents to apply online 		
2019-20 Estimated Budget		Indication of LA service provision
	£k	The LA intends to seek to de-delegate this function
Primary	10	Contact Lesley Adams on (01344) 354143 for further information on this service.
Secondary	4	
Total	14	

7 Behaviour Support: Behaviour Support Team

Service description	Main Responsibilities / functions
<p>This budget is used to promote and develop healthy emotional well-being and positive behaviour for children and young people.</p> <p>The Behaviour Support Team (BST) provides support, advice and guidance to schools on how they can best meet the needs of their pupils with Social, Emotional and Mental Health difficulties (SEMH), in order to enable them to learn successfully alongside peers.</p>	<ul style="list-style-type: none"> • To promote healthy emotional wellbeing for all • To build resilience in both pupils and staff • Advice, support and recommendations for creating Behaviour Support Plans • Coaching and mentoring for staff • 1:1 and group work interventions • A variety of evaluation tools to evidence impact on pupils • Observations and consultations • Support for transition • Team Teach training and serious incident support • Bespoke training • Contribution at multiagency meetings
<p>Key outcomes achieved in 2017-18:</p>	
<p>Referrals</p> <ul style="list-style-type: none"> • 74 pupil cases resulting in 445 visits across 24 schools • Direct work intervention with 13 pupils • Improvement in pupil's self-esteem, social skills, and ability to take responsibility for actions, conduct behaviour, emotional behaviour and learning behaviour evidenced <p>Training</p> <p>14 courses delivered to 122 staff and overall feedback from training was very good</p> <p>Satisfaction Survey</p> <ul style="list-style-type: none"> • Support provided by BST is helpful • BST is easily accessible and responds efficiently to requests for support • All communication from BST is clear and concise • Support provided by BST is valued • Training offered by BST is of a high standard • We will use BST in the future 	
<p>Benefits of a centrally managed traded service:</p>	
<p>Main benefits include:</p> <ul style="list-style-type: none"> • A professional, qualified and highly skilled team of specialists • Experienced Team Teach trainers • A wide range of intervention programmes • A wide range of training packages for staff • A strong collaborative link with a range of services • Training for whole staff, teachers and TAs to increase awareness of pupil's needs and social/emotional aspects of their learning, including de-escalation training • Pupil's needs met in an inclusive learning environment • An increase in positive behaviour, social interaction and emotional self-regulation 	

Behaviour Support: Behaviour Support Team (cont)

2019-20 Estimated Budget		Indication of LA service provision
	£k	The LA intends to seek to de-delegate this function.
Primary	184	Contact Frank Glennon on 01344 354198 for further information on this service
Secondary	38	
Total	222	

8 Behaviour Support: Anti-bullying co-ordinator

Service description		Main Responsibilities / functions
<p>This budget covers the provision of the anti-bullying coordinator who provides interventions and training in schools. The coordinator regularly delivers a portfolio of interventions as well as running regular workshops for young people, children and teaching staff.</p> <p>Bracknell Forest Council is concerned to try to make the Borough a safe and secure environment for our children and young people and for them to be happy and achieve. Children and young people continue to highlight bullying as an issue and the anti-bullying work is recognised as an important part of the safeguarding agenda.</p>		<p>To support schools and enhance their capacity to address bullying issues to:</p> <ul style="list-style-type: none"> • Improve pupils emotional wellbeing • Improve positive behaviour • Improve school attendance • Reduce bullying <p>To coordinate and deliver the anti-bullying strategy “Taking Action Together” – Tackling bullying and promoting rights and respect: and the Action Plan:</p> <ul style="list-style-type: none"> • Liaise effectively with schools and other professionals and to contribute to interagency partnership work to enable C&YP to ‘feel and stay safe’ • Provide information for example Tackling Bullying – A guide for parents and carers • Provide training to schools, parents/carers and other professionals • Deliver Anti-Bullying road shows at BF School events • Deliver interventions and workshops to schools including assemblies, bespoke interventions and courses to address specific issues. • Work with groups of C& YP • Work with school staff in identifying and addressing bullying in school. • Work on the issues of bullying through different types of media • Lead on Anti-Bullying week which focuses on involving C&YP in initiative to raise awareness around and tackle bullying
<p>Benefits of a centrally managed traded service:</p>		
<p>Main benefits include:</p> <ul style="list-style-type: none"> • Ability to respond to the individual needs of school at short notice • Ability to respond to parents/carers and support C&YP • Ability to liaise and access appropriate support advice etc. from the national Anti-Bullying Alliance and to disseminate appropriately • Ability to coordinate service and to work with other agencies to prevent bullying behaviour 		
2019-20 Estimated Budget		Indication of LA service provision
	£k	The LA intends to seek to de-delegate this function
Primary	13	Contact Rachel Morgan on 01344 354037 for further information on this service.
Secondary	5	
Total	18	

Service and forecast 2018-19 funding	1 Schools in Financial Difficulty	2 Support to underperfor ming ethnic minority groups and bilingual	3 CLEAPSS	4 Staff Supply Cover costs	5 Premature retirement / dismissal costs	6 Free school meals eligibility checking	7 Behaviour Support Team	8 Anti- bullying coordinator	Total
MAINTAINED SCHOOLS:									
Ascot Heath Infant	£2,721	£1,944	£12	£4,343	£744	£55	£3,450	£296	£13,565
Ascot Heath CE Junior	£3,329	£1,202	£14	£5,313	£910	£37	£4,131	£363	£15,298
Binfield CE Aided Primary	£5,787	£4,559	£25	£9,237	£1,582	£165	£8,054	£631	£30,039
Birch Hill Primary	£5,580	£5,470	£24	£8,907	£1,525	£603	£8,601	£608	£31,317
College Town Infant and Nursery	£3,052	£3,495	£13	£4,872	£834	£91	£4,171	£333	£16,862
College Town Junior	£3,715	£2,254	£16	£5,930	£1,015	£219	£5,233	£405	£18,788
Cranbourne Primary	£2,776	£863	£12	£4,431	£759	£165	£3,626	£302	£12,933
Crowthorne CE Primary	£2,900	£701	£12	£4,630	£793	£73	£4,013	£316	£13,438
Fox Hill Primary	£2,831	£1,925	£12	£4,519	£774	£713	£6,622	£308	£17,705
Harmans Water Primary	£8,052	£7,632	£35	£12,853	£2,201	£932	£13,231	£877	£45,813
Holly Spring Infant and Nursery	£3,563	£4,817	£15	£5,688	£974	£384	£6,103	£388	£21,933
Holly Spring Junior	£4,585	£2,103	£20	£7,319	£1,253	£731	£8,712	£500	£25,224
Meadow Vale Primary	£8,784	£7,228	£38	£14,021	£2,401	£1,079	£16,367	£957	£50,875
New Scotland Hill Primary	£2,735	£1,176	£12	£4,365	£747	£91	£3,735	£298	£13,160
Owlsmoor Primary	£7,375	£4,950	£32	£11,773	£2,016	£658	£10,987	£804	£38,595
The Pines Primary and Nursery	£4,116	£4,644	£18	£6,570	£1,125	£475	£7,499	£448	£24,895
Sandy Lane Primary	£7,085	£7,453	£30	£11,310	£1,936	£549	£12,070	£772	£41,205
St Joseph's Catholic Primary	£2,956	£6,116	£13	£4,718	£808	£146	£4,348	£322	£19,426
St Michael's Easthampstead	£3,329	£1,582	£14	£5,313	£910	£311	£5,841	£363	£17,662
St Michael's Sandhurst	£2,624	£680	£11	£4,189	£717	£146	£3,320	£286	£11,973
Uplands Primary	£2,887	£1,228	£12	£4,608	£789	£55	£3,527	£315	£13,420
Warfield CE Primary	£5,889	£5,339	£25	£9,401	£1,610	£125	£8,286	£642	£31,317
Whitegrove Primary	£5,815	£2,803	£25	£9,281	£1,589	£110	£8,141	£634	£28,398
Wildridings Primary	£5,635	£7,904	£24	£8,995	£1,540	£1,060	£11,381	£614	£37,153
Winkfield St Mary's CE Primary	£2,790	£867	£12	£4,453	£762	£73	£3,744	£304	£13,006
Wooden Hill Primary and Nursery	£4,710	£2,473	£20	£7,518	£1,287	£530	£9,150	£513	£26,202
Easthampstead Park	£18,234	£1,653	£49	£16,648	£2,886	£1,627	£10,951	£1,188	£53,235
Garth Hill College	£36,291	£4,210	£97	£33,133	£5,743	£1,700	£16,914	£2,364	£100,453
Sandhurst	£23,780	£2,103	£63	£21,711	£3,763	£786	£9,914	£1,549	£63,671
Maintained Primary	£115,623	£91,411	£496	£184,558	£31,599	£9,578	£184,341	£12,598	£630,203
Maintained Secondary	£78,305	£7,966	£209	£71,492	£12,393	£4,114	£37,779	£5,102	£217,359
Total - subject to de-delegation	£193,927	£99,377	£704	£256,051	£43,991	£13,692	£222,120	£17,700	£847,562

ACADEMY SCHOOLS:									
Crown Wood Primary	£7,610	£6,204	£33	£12,147	£2,080	£713	£13,270	£829	£42,887
Great Hollands Primary	£5,842	£4,202	£25	£9,326	£1,597	£1,481	£15,102	£637	£38,211
Jennetts Park Primary	£5,235	£3,559	£22	£8,356	£1,431	£494	£8,060	£570	£27,726
St Margaret Clitherow	£2,831	£5,075	£12	£4,519	£774	£73	£4,643	£308	£18,236
Wildmoor Heath	£2,859	£1,042	£12	£4,564	£781	£256	£4,187	£312	£14,013
The Brakenhale	£23,730	£6,337	£63	£21,665	£3,755	£2,231	£13,707	£1,546	£73,034
Edgbarrow	£27,351	£902	£73	£24,971	£4,329	£585	£10,574	£1,782	£70,568
Ranelagh CE	£20,615	£301	£55	£18,821	£3,262	£475	£8,124	£1,343	£52,996
Academy Primary	£24,377	£20,083	£104	£38,912	£6,662	£3,017	£45,262	£2,656	£141,073
Academy Secondary	£71,695	£7,540	£191	£65,458	£11,346	£3,291	£32,405	£4,671	£196,598
Total - not subject to de-delegation	£96,073	£27,623	£296	£104,369	£18,009	£6,308	£77,667	£7,327	£337,671

TOTAL:									
Total Primary	£140,000	£111,494	£600	£223,470	£38,261	£12,595	£229,603	£15,254	£771,276
Total Secondary	£150,000	£15,506	£400	£136,950	£23,739	£7,405	£70,184	£9,773	£413,957
Total Primary and Secondary	£290,000	£127,000	£1,000	£360,420	£62,000	£20,000	£299,786	£25,027	£1,185,233