

# Agenda Item 1

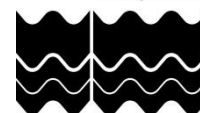
## East Sussex County Council Schools' Forum

Friday 19 November 2021

08.30

Remote Meeting

East Sussex  
County Council



### Agenda

Item	Heading	Paper	Lead	Item for
1.	Welcome and Apologies	N	Chair	Note
2.	Minutes of previous meeting 17 September 2021	Y	Chair	Approval
3.	Matters Arising and Declaration of Interests	N	Chair	Discussion
4.	Growth Fund / Falling Rolls Fund	Y	Gary Langford	Approval
5.	De-delegation Contingency Update	Y	Ed Beale	Information
6.	DSG – Central School Services Block 2022/23	Y	Ed Beale	Approval
7.	Apprenticeship Levy	Y	Martin Kelly / Kim Larkin	Information
8.	HNB Funding – Preparation for 14 January Schools' Forum	N	Nathan Caine	Information
9.	Election of Chair and Vice Chair	N	Clerk	Approval
	AOB			

**Next Meeting: Friday 14 January 2022, 8.30am, Venue TBC (Remote or Wellshurst Golf and Country Club)**

Draft Items for next meeting:

DSG 2022/23

High Needs Block Funding

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## EAST SUSSEX SCHOOLS' FORUM

MINUTES of a meeting of the Schools' Forum held remotely with Microsoft Teams on 17 September 2021

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### PRESENT

Hugh Hennebry - **Chair** (Uckfield College)  
Sarah Pringle (Seahaven Academy)  
Gavin Bailey (Swale Academy Trust)  
Jon Gilbert (Diocese of Chichester)  
Joanna Sanchez (Diocese of Arundel and Brighton)  
Jo Foulkes (Sabden Multi Academy Trust)  
Phil Matthews (Hailsham Community College Academy Trust)  
Helen Key (Chailey School)  
Phil Clarke (Trade Union Representative)  
Tom Scully (University of Brighton Academies Trust)  
Jane Johnson (Newick CE Primary)  
James Freeston (King Offa Primary Academy)  
Richard Preece (Saxon Mount and Torfield)  
Richard Blakeley (Harlands Primary)

Cllr Bob Standley (Lead Member for Education and Inclusion, Special Educational Needs and Disability)  
Alison Jeffery (Director Children's Services)  
Edward Beale (Schools Funding Manager)  
Mark Whiffin (Head of Finance)  
Sarah Rice (Finance Manager – Schools)  
Nathan Caine (Head of ISEND)  
Beth Armstrong (Deputy Head of ISEND)  
Rawden Phillips (Orbis Insurance Manager)  
Rachel King (Clerk)

### 1. WELCOME AND APOLOGIES

1.1 Hugh welcomed all and thanked everyone for their attendance. A special welcome to Alison Jeffery to her first East Sussex Schools' Forum as Director of Children's Services. It was confirmed the meeting was quorate, recognising the apologies below.

1.2 Apologies received from:

- Kate Owbridge (Ashdown Primary)
- Susan Thompson (Ditchling Primary)
- Monica Whitehead (Claverham Community College) not present
- Geoffrey Lucas (Etchingham CE Primary School) not present

2. MINUTES OF PREVIOUS MEETING 09 July 2021

- 2.1 The minutes for the meeting held were approved as a true record and will be signed by the Chair and scanned to Lesley Leppard.

3. CHAIR AND VICE CHAIR (Discussion)

- 3.1 The Forum discussed the action points arising from the last meeting;
- i. How the Forum blends in with the Primary and Secondary Boards and how to strategically join them all together
  - ii. How to encourage others to join the forum
  - iii. Succession plan for Chair and Vice Chair
- 3.2 RESOLVED; An election for Chair and Vice Chair will be held at the November meeting in preparation for January 2022 meeting.

4. MATTER ARISING AND DECLARATION OF INTERESTS

- 4.1 There were no declaration of interests.

5. UPDATE ON THE DEPARTMENT OF EDUCATION'S CONSULTATION ON THE SPARSITY FUNDING FACTOR (Information)

- 5.1 The Forum discussed and noted the DfE's consultation on the sparsity funding factor.
- 5.2 It was asked if schools are sharing 'the pot' more ways or is this new money. In response Members were informed that with the new level of funding the DfE calculate what individual schools would get without getting penalised

6. DE-DELEGATION APPROVAL 2022/2023 (Approval – Maintained Schools only)

- 6.1 Forum members were advised which budgets were de-delegated by schools in 2021/22 and to seek approval on de-delegated budgets for 2022/23
- 6.2 The Primary and Secondary maintained representatives were asked to vote on which services should be provided centrally for 2022/23 – votes below;

	Primary Phase		Secondary Phase	
	Number of Yes	Number of No	Number of Yes	Number of No
Contingency	3*	0	2	0
Admin of FSM	3*	0	2	0
Jury Service / Union Business	3*	0	2	0
EALs	3*	0	0	2
Behaviour Support Services	3*	0	0	2

\*G Lucas was unable to attend the meeting and requested his vote was carried out by proxy by J Johnson.

- 6.3 Members discussed the budgets and asked for more detail regarding the contingency fund and behaviour hubs/ESBAS

- 6.4 **ACTION:** The Chair asked if Ed could produce a report for the November meeting regarding the contingency fund outlining two main points
- Looking back at how the money is spent over the last 5 years
  - The consideration of how that amount is calculated

7. **INSURANCE UPDATE (Information)**

- 7.1 The Forum discussed the comparison with the East Sussex County Council Schools' insurance programme against the Risk Protection Agreement offer.
- 7.2 It was recommended that maintained schools' members note the insurance charge for 2021/2022 and the insurance programme for 2022/23

8. **SCHOOLS' FORUM MEETING DATES (Information)**

- 8.1 The Forum were asked to note the Schools' Forum meeting dates for the financial year 2022/23
- 8.1 Currently Confirmed dates for 2022/23.
- Friday 13 May 2022
  - Friday 01 July 2022
  - Friday 16 September 2022
  - Friday 18 November 2022
  - Friday 13 January 2023
- 8.2 All meetings will run from 08.30 to 10.30 am and held either remotely, or at Wellshurst Golf and Country Club.

Meeting concluded at 09:42 am

Next meeting – Friday 19 November 2021 08:30am. Location TBC - Wellshurst Golf and Country Club or Microsoft Teams.

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Report to: **Schools' Forum**

Date: **19 November 2021**

Title of Report: **Growth Fund / Falling Rolls Fund**

By: **Gary Langford, Place Planning Manager**

Purpose of Report: **To update Schools' Forum on spend in the 2021/22 financial year and to seek approval for funding for the 2022/23 financial year.**

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**Recommendation:**

**Schools' Forum is asked to approve an allocation of £724,386 for the 2022/23 Growth Fund.**

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**1. Introduction**

- 1.1 The 2021/22 Growth and Falling Rolls Funds were approved by Schools' Forum on 20 November 2020.
- 1.2 The Growth Fund supports maintained and non-maintained mainstream schools which are required to provide extra places to meet basic need within the local authority. The fund is provided for:
  - Key Stage 1 top-up: paid to schools to enable them to comply with Key Stage 1 class size legislation, which sets a maximum class size of 30 pupils with one teacher. There are a few exceptions where class sizes can exceed 30, but there is no entitlement to Growth Fund, for example, arising from admissions through the Fair Access Protocol.
  - Additional classes: where the local authority has made a formal request for a school to set up one or more additional classes or requests a permanent increase in a school's Published Admission Number.
  - New school funding: when new schools open in a local authority area, they receive pre-opening funding through a formula to cover costs incurred prior to the opening and diseconomy funding to cover costs incurred while the school fills to capacity. The funding decreases year on year as more year groups in the new school are admitted.
- 1.3 The Falling Rolls Fund is used to support good or outstanding schools that have temporary, but significant, falling rolls, but where local planning data shows the places will be needed in the near future. It is designed to avoid the need for a school to restructure and then recruit again shortly afterwards. The funding is for maintained and non-maintained schools. The circumstances in which a payment is made from the Falling Rolls fund are:
  - The school is judged to be good or outstanding at their last Ofsted inspection (this is a mandatory requirement from the DFE).
  - The number on roll has dropped by more than 5% between the October 2020 census and the October 2021 census.
  - Local planning data (East Sussex County Council pupil forecasting model) predicts that the number on roll will, in October 2023, be equal to or exceed their number on roll as in October 2020.

**2. Growth Fund 2021/22**

- 2.1 Schools' Forum approved a budget of £1,682,300 for the 2021/22 Growth Fund. This figure was based on estimated Key Stage 1 pupil numbers, the predicted additional classes required for the 2021/22 academic year and the number of new schools that required diseconomy funding.
- 2.2 In 2021/22, the numbers of schools eligible for either Key Stage 1 top-up funding, additional class funding or new schools funding were:

- 41 primary schools eligible for Key Stage 1 top-up funding
- 10 primary schools eligible for additional class funding
- 3 secondary schools eligible for additional class funding
- 1 all-through school eligible for new schools funding

2.3 To date, £1,229,448 of the Growth Fund budget has been spent in 2021/22, leaving a balance of £452,852 unallocated. The underspend has come about largely because fewer schools qualified for Key Stage 1 top-up funding than had been predicted last year. It is proposed to carry forward this amount to the next financial year, thereby reducing the amount sought in 2022/23.

2.4 A summary of spend in 2021/22 is provided in **Appendix A**.

### **3. Growth Fund 2022/23**

3.1 The proposed allocation for 2022/23 is based on the estimated October 2021 pupil numbers and the estimated Key Stage 1 numbers as in October 2022. A 10% contingency has been added to the Key Stage 1 top-up element to allow for any unforeseen changes.

3.2 Additional class funding for 2022/23 is based on the predicted need for places identified through the annual update to the pupil forecasting model, most recently updated in July 2021 and available in the School Organisation Plan 2021-2025, recently approved for publication by the Lead Member for Education and Inclusion, Special Educational Needs and Disability. A 10% contingency has been added to the additional class element to allow for any unanticipated pressures.

3.3 It is currently estimated that the following numbers of schools will be eligible for Growth Fund support in 2022/23:

- 39 primary schools potentially eligible for Key Stage 1 top-up funding
- 3 primary schools potentially eligible for additional class funding
- 3 secondary schools potentially eligible for additional class funding
- 1 all-through school eligible for new schools funding

3.4 In total the Growth Fund requirement for 2022/23 is £1,177,244. This figure can be partially offset by the carry forward of £452,852 from 2021/22, as described in 2.3 above. Therefore, the actual requirement for 2022/23 is £724,386.

#### **Recommendation:**

Schools' Forum is recommended to approve an allocation of **£724,386** for the 2022/23 Growth Fund.

3.5 A breakdown of the Growth Fund calculation for 2022/23 is provided in **Appendix B**. The updated Growth Fund guidance document for 2022/23 will be available online ahead of the new financial year.

### **4. Falling Rolls Fund 2021/22**

4.1 The Falling Rolls Fund budget in 2021/22 is £47,000. To date, one school – Beckley CE Primary School – was eligible for funding and received £5,000. We propose carrying forward the unspent balance of £42,000 to 2022/23 when we estimate that one school might be eligible for funding. A budget of £42,000 will be sufficient to fund the school, if eligible, and provide a contingency for any unforeseen circumstances. As a result, we do not require any additional funding for the Falling Rolls Fund next year.

4.2 The updated Falling Rolls Fund guidance document for 2022/23 will be available online ahead of the new financial year.



# Growth Fund and Falling Rolls Fund summary 2021/22

DFE Number	Primary School	KS1 Top Up April 21 to Aug 21 £	KS1 Top Up Sep 21 to March 22 £	Add Class Funding April 21 to Aug 21 £	Add Class Funding Sep 21 to March 22 £	Diseconomy Funding £
2050	Alfriston School	£4,488.00	£6,283.00			
2156	Chiddingfold Primary School		£6,283.00			
2060	Hamsey Community Primary School	£4,488.00	£6,283.00			
2071	Laughton Community Primary School		£817.00			
2091	St Michael's Primary School, Withyham	£8,391.00	£11,748.00			
2099	Little Common School	£5,789.00	£8,104.00			
2107	Manor Primary School		£6,283.00			
3003	Battle and Langton Church of England Primary School	£10,994.00	£15,391.00			
3004	Beckley Church of England Primary School	£8,391.00	£11,748.00			
3009	Burwash C of E School	£5,789.00	£8,104.00			
3012	Catsfield Church of England Primary School	£3,186.00	£4,461.00			
3016	Crowhurst C of E Primary School	£5,789.00	£8,104.00			
3018	Danehill Church of England Primary School	£5,789.00	£8,104.00			
3022	East Hoathly C of E Primary School	£1,885.00	£2,639.00			
3026	Fletching Church of England Primary School	£13,596.00				
3028	Forest Row Church of England Primary School	£13,596.00	£19,035.00			
3035	Hurst Green Church of England Primary School		£2,639.00			
3043	Mayfield Church of England Primary School	£10,994.00	£15,391.00			
3045	Netherfield C of E Primary School	£13,596.00	£19,035.00			
3046	Ninfield Church of England Primary School	£5,789.00	£8,104.00			
3047	Northiam Church of England Primary School	£5,789.00	£8,104.00			
3048	Nutley Church of England Primary School		£17,213.00			
3049	Peasmarsh Church of England Primary School	£8,391.00	£11,748.00			
3051	St Michael's Church of England Primary School, F	£1,885.00				
3055	Salehurst Church of England Primary School		£817.00			
3076	Bodiam Church of England Primary School	£8,391.00	£11,748.00			
3077	Iford & Kingston Church of England Primary School	£7,090.00	£9,926.00			
3080	Staplecross Methodist Primary School	£10,994.00	£15,391.00			
3081	Wadhurst C of E Primary School		£20,857.00			
3323	Framfield Church of England Primary School	£584.00	£817.00			
3325	St Mark's Church of England Primary School, Had	£3,186.00	£4,461.00			
3326	St Mary the Virgin Church of England Primary School	£1,885.00	£2,639.00			
3330	Little Horsted Church of England Primary School		£9,926.00			
3331	Mark Cross Church of England Primary School		£6,283.00			
3335	Holy Cross Church of England Primary School	£5,789.00	£8,104.00			
3041	Southover			£1,776.00		
2153	Meridian			£19,168.00	£6,530.00	
2094	Chyngton			£475.00	£1,065.00	
2076	Park Mead			£21,295.00		
3015	Cross in Hand			£26,500.00	£37,500.00	
2104	Cradle Hill				£37,500.00	
2105	Polegate				£37,500.00	
		£176,534.00	£296,590.00	£69,214.00	£120,095.00	£0.00
2023	White House Primary School	£7,847.00				
3345	Annecy Catholic Primary School, Seaford	£11,467.00				
2026	Rye Community Primary School	£9,054.00				
2007	West St Leonard's Community Primary School		£6,282.50			
2115	Jarvis Brook School		£817.25			
2161	Robsack Wood Community Primary School		£15,391.25			
2011	The Baird			£9,607.95	£19,282.50	
2009	High Cliff			£1,162.00	£37,500.00	
2003	Glenleigh Park			£26,500.00		
4026	Beacon secondary			£57,804.00	£125,400.00	
4046	Seahaven Academy			£29,500.00	£83,600.00	
4027	Hailsham Academy Trust				£41,800.00	£84,000.00
		£28,368	£22,491	£124,574	£307,583	£84,000
		KS1 Top Up	£523,983			
		Additional Class	£621,465			
		New School	£84,000			
			£1,229,448			
DFE Number	Primary School	Falling Rolls				
3004	Beckley CE Primary School	£5,000				
		£5,000				

## Growth Fund requirement 2022/23

Funding type	Funding required
Key Stage 1 top-up funding	£630,315
Additional class funding	£490,928
New school funding	£56,000
<b>Net total</b>	<b>£1,177,244</b>
Less carry forward from 2021/22	<b>-£452,858</b>
<b>Request from Schools Forum for 2022/23</b>	<b>£724,386</b>

## Falling Rolls Fund requirement 2022/23

Funding type	Funding required
Carry forward from 2021/22	£42,000
Request from Schools Forum for 2022/23	£0
<b>2022/23 allocation</b>	<b>£42,000</b>

<b>Report to:</b>	<b>Schools' Forum</b>
<b>Date of meeting:</b>	<b>19 November 2021</b>
<b>Report By:</b>	<b>Alison Jeffery</b>
<b>Title:</b>	<b>De-delegated Contingency update</b>
<b>Purpose:</b>	<b>To provide an update on expenditure from the de-delegated contingency fund</b>

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### **RECOMMENDATIONS**

**1) Schools' Forum are asked to note the update on the expenditure from the De-delegated contingency.**

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#### **1 Background**

- 1.1 Since 2017/18, Schools' Forum (maintained school representatives) have agreed, on an annual basis, to the de-delegation of contingency funds. (De-delegation relates to maintained schools only).
- 1.2 Contingency funds can only be held for a limited range of circumstances:
- Exceptional unforeseen costs which it would be unreasonable to expect governing bodies to plan for
  - Schools in financial difficulties
  - Additional costs relating to new, re-organised and closing schools
  - Managing extra ordinary personnel matters
- 1.3 At the Sept '21 Schools Forum meeting, Schools' Forum agreed to the continuation of the de- delegated contingency fund for 2022/23. The amount that schools contribute to the contingency fund is £11.08 per pupil (Primary Phase) and £15.81 (Secondary Phase).

#### **2 Summary of Expenditure**

- 2.1 Table 1 is a summary of expenditure since 2017/18 for the Primary and Secondary Phases.
- 2.2 Please note that the total 'pot' in the Primary Phase, for 2021/22, is £270,700, whilst for the Secondary Phase, it is £142,400 which, in total, equates to £413,100.

**Table 1:**

	2017/18	2018/19	2019/20	2020/21	2021/22 (To Date)
Primary Phase					
Expenditure	£270,800	£244,300	£128,800	£60,600	£62,400
Unused funds devolved back to schools	£45,000	£42,900	£152,000	*£216,400	**£0
Total	£315,800	£287,200	£280,800	£277,000	£62,400
Secondary Phase					
Expenditure	£134,300	£125,700	£61,000	£0	£0
Unused funds devolved back to schools	£38,300	£45,000	£100,100	*£148,200	**£0
Total	£172,600	£170,700	£161,100	£148,200	£0
<b>Total</b>	<b>£488,400</b>	<b>£457,900</b>	<b>£441,900</b>	<b>£425,200</b>	<b>£62,400 (To Date)</b>

\* For 2020/21, given the circumstances at the time, it was felt more appropriate that any available funds in the contingency 'pot' be distributed to all schools to help support the ad hoc costs associated with Covid.

\*\* Currently, no unused funds have been redistributed back to schools. As part of the agreement to de-delegate contingency funds, 30% of any unspent funds will be distributed back to schools in Dec '21. Any remaining unused funds are to be redistributed back to schools in Feb '22.

### 3. Future Considerations

3.1 Agreement has already been given for de-delegating Contingency for 2022/23, but at the Sept '22 meeting, when discussing de-delegating contingency funding for 2023/24, the amount per pupil could be reviewed and potentially reduced. This could be for either the Primary, Secondary or for both phases. Initial views on this would be welcome from Schools' Forum members (maintained school representatives).

**Alison Jeffery**

**Director Children's Services**

Contact Officer: Ed Beale

Tel. No. 01273 337984

Email: [Edward.beale@eastsussex.gov.uk](mailto:Edward.beale@eastsussex.gov.uk)

**Report to:** Schools' Forum

**Date of meeting:** 19 November 2021

**Report By:** Alison Jeffery

**Title:** Central School Services Block (CSSB) 2022/23

**Purpose:** To provide an update on the CSSB allocations for 2022/23

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### **RECOMMENDATIONS**

**1) Schools' Forum are asked to note and approve the proposals for the Central School Services Block for 2022/23.**

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## **1 Background**

- 1.1 The DSG for 2022/23 will be allocated by the DfE, like 2021/22, into four notional blocks: Schools, High Needs, Early Years and Central School Services Block (CSSB). Each block is calculated on a different basis and subject to separate regulations as to eligible expenditure.
- 1.2 This paper specifically relates to the CSSB. This block includes funding that has been allocated to Local Authorities (LAs) to carry out functions on behalf of pupils in both maintained schools and academies and has two distinct elements:
- **Ongoing responsibilities** This comprises:
    - funds specified by the DfE and retained centrally (Admissions, Copyright (CLA) licenses and Servicing Schools Forum); and
    - funds that were previously known as Retained Duties ESG which, up to 2017/18, the LA received and held separately for its on-going responsibilities to maintained schools and academies.
  - **Historic Commitments** These are what were previously known as "Combined Services" and is funding for previously specified financial commitments.

## **2 2022/23 On-going responsibilities**

- 2.1 The DfE fund On-going responsibilities on a per pupil basis using the Oct census NOR and have increased the funding rate for 2022/23 to £36.43 per pupil.
- 2.2 As with 2021/22, the LA is asking to retain the full amount that the DfE is allocating for 2022/23. Because the overall funding has increased due to a rate increase and not NOR, the increase would be distributed across all of the budget areas.
- 2.3 Table 1 shows the 2022/23 proposals for the 'On-going Responsibilities' element of the CSSB which totals £2.31m. (Please note that this is separate from the Schools Block DSG which funds budget shares / GAGs).

**Table 1: Proposals for 2022/23 On-going Responsibilities**

Category	Responsibility	2021/22 Allocations	Additional Funds Allocated	2022/23 Proposed Allocations
Specified by the DfE	Admissions	£507,300	£20,300	£527,600
	CLA Licenses	£334,900	£16,500	£351,400
	Schools Forum	£23,500	£900	£24,400
Stat and Reg Duties	Revenue budget preparation, preparation on income and expenditure relating to education, and external audit relating to education. Formulation and review of the LA Schools Funding Formula	£136,900	£5,500	£142,400
	Leadership of Children's services and support staff.	£93,800	£3,800	£97,600
	Planning for the Education Service as a whole.	£123,100	£4,900	£128,000
	Provision of information to or at the request of the Crown other than relating to specifically maintained schools.	£50,000	£2,000	£52,000
	SACRE	£11,000	£500	£11,500
	IA and CFO / S151	£28,500	£1,100	£29,600
	Consultation Costs relating to non-staffing issues. Plans involving collaboration with other LA services or public or voluntary services	£32,600	£1,300	£33,900
Asset Management	Management of LA's capital programme including preparation and review of an asset management plan, and negotiation and management of private finance transactions	£94,300	£3,800	£98,100
	General Landlord duties	£10,000	£400	£10,400
Education Welfare	Functions in relation to the exclusion of pupils from schools, excluding any provision of education to excluded pupils. Responsibilities regarding the employment of children.	£112,600	£4,500	£117,100
	School Attendance	£333,000	£13,300	£346,300
Other Ongoing Duties	Places in Independent Schools for NON SEN Pupils	£191,700	£7,700	£199,400
	Employer Contributions for Centrally Managed Staff	£134,100	£5,400	£139,500
	Funds transferred to schools in 21/22 as CLA Licenses were less than originally notified. Now reinstated into CLA licenses for 2022/23.	£3,100	-£3,100	£0
	<b>Total</b>	<b>£2,220,400</b>	<b>£88,800</b>	<b>£2,309,200</b>

### 3. Historic Commitments

- 3.1 The Historic Commitments are funded by the DfE as a lump sum amount, and for 2022/23, the DfE are allocating £3.15m to ESCC for Historic Commitments.
- 3.2 In previous years, the LA has requested to use £422k of this funding for Lansdowne (£242k) and the Virtual School (£180k). However, for 2022/23, because the DfE have increased the funding rate for the on-going responsibilities and alongside a further review of LA budgets, this has helped release council funds to support the provision for both Lansdowne and the Virtual School. This means that the LA are not intending to use any of this DSG funding element and instead propose to transfer the full £3.15m to schools and academies (Based on Oct '21 NOR).
- 3.3 Table 2 is a summary of the proposals for 2022/23 funding for historic commitments.
- 3.4 If the final 2022/23 CSSB allocation from DfE is higher than the indicative level (which could be expected as there is still an increase in NOR), the intention would be for any further funds to be transferred to schools / academies, as in previous years.

**Table 2: Proposals for 2022/23 Historic Commitments**

<b>Historic Commitments</b>	<b>2021/22 Allocations</b>	<b>CSSB Changes</b>	<b>2022/23 Proposed Allocations</b>
Lansdowne	£242,000	-£242,000	£0
Virtual School	£180,000	-£180,000	£0
Funds transferred to Schools	£3,517,200	-£365,800	£3,151,400
<b>* Total</b>	<b>£3,939,200</b>	<b>-£787,800</b>	<b>£3,151,400</b>

*\*Please note that the DfE reduce the Historic commitments value by 20% each year. This means that for 2022/23, the value has reduced by £788k.*

#### **4 Statutory duties for Maintained Schools**

- 4.1 LAs are also still able to seek approval from maintained schools to retain some Schools Block DSG (from maintained schools only) to cover the statutory duties that are carried out for maintained schools that were previously funded through the General ESG.
- 4.2 ESCC has not proposed to do this in the past, and together with recognising there are still ongoing pressures on school budgets, we are proposing to continue in this way for 2022/23, although there continues to be some risks to the LA with this approach.

#### **5. Summary and Conclusion**

- 5.1 This report lays out the proposals for the retention of the £2.31m for 'on-going responsibilities' and the transferring of £3.15m 'Historic Commitments' to schools and academies in addition to their budget shares/ GAG. Schools Forum members are asked to approve these proposals.

**Alison Jeffery**

**Director Children's Services**

Contact Officer: Ed Beale

Tel. No. 01273 337984

Email: Edward.beale@eastsussex.gov.uk

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<b>Report to:</b>	<b>Schools' Forum</b>
<b>Date of meeting:</b>	<b>19 November 2021</b>
<b>Report By:</b>	<b>Kim Larkin, Apprentice Programme Co-ordinator &amp; Martin Kelly, Apprenticeship Levy Strategy Manager</b>
<b>Title:</b>	<b>Use of the apprentice levy by schools</b>
<b>Purpose:</b>	<b>To brief Schools' Forum on current use of Apprenticeship Levy and highlight how it could be better utilised with the support of the East Sussex County Council Apprenticeship team</b>

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### **RECOMMENDATIONS**

**1) Schools are encouraged to meet with the East Sussex County Council (ESCC) Apprenticeship team to discuss best use of the Apprenticeship levy for staff training and workforce development.**

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## **1 Background**

1.1 Since April 2017, all employers with a pay bill over £3 million per annum must pay 0.5% of their annual salary expenditure into the Apprenticeship levy. For maintained schools, the local authority is the employer, and the County Council collects and pays the levy on their behalf, and in turn supports schools to identify apprenticeship training to recoup against the levy.

1.2 Since the levy was introduced East Sussex maintained primary and secondary schools have paid **£1,970,095** into the levy. In the 2020/21 financial year, schools contributed **£441,000** to the county council's overall Apprenticeship Levy fund. This is compared to **£606,000** from the county council's core business services. Schools are not limited to withdrawing their own contributions from the levy pot, they are able to draw from the whole ESCC levy pot.

1.3 Further areas to note include:

- Apprenticeships are available for all school staff at all levels of skill and experience, offering the opportunity for those starting out in their career, as well as those wanting to undertake development training.
- There is no financial cost or change to employment terms and conditions for existing staff to access professional training and qualifications.
- 20% of learner working time must be spent learning towards their qualification (calculated over the term of the apprenticeship), and schools using the levy have managed the 20% learning time in several ways to minimise time out of the classroom. Training providers are on hand to ensure the learners are on track and work flexibly with the schools to ensure that the schools needs are met, and any disruption is kept to a minimum.

## **2 Progress to date**

2.1 Since the introduction of the Levy in 2017, Primary schools have made the best use of recouping Apprenticeship levy spend on staff training and development, as the following table illustrates:

<b>ESCC Levy pot contributions</b>	<b>Approx. annual contribution based on 2020/21</b>	<b>Contribution to date since April 2017</b>	<b>Money spent/committed from ESCC Levy for training since 2017</b>	<b>Number of staff trained</b>	<b>Number of schools</b>
Primary schools	£301,000 p.a.	£1,335,868	£951,974	207	56
Secondary schools	£133,000 p.a.	£589,247	£255,740	27	8
ESCC core business	£606,000 p.a.	£2,625,812	£2,429,048	316	N/A

2.2 To date, secondary schools have a smaller committed spend and fewer learners than the primaries, and a significant part of the funding spent/committed went on a small number of staff undertaking higher level qualifications which are higher in value. Therefore, there is funding in the central Levy pot for secondary schools to take a greater share.

2.3 Schools have accessed the following apprenticeship training through the levy:

- Teaching Assistant at level 3
- Early Years L2 and L3
- Teaching at Degree level
- Accountancy at level 4 & 6
- Business Administration at levels 3 & 4
- ICT at level 3
- Chartered Manager Degree level apprenticeship
- Property Maintenance at level 2
- School Business Professional at level 4
- Schools Specific Operations Manager at level 5
- Educational Leader (senior leader) level 7 Master's Degree apprenticeship
- Coach/Assessor at level 4

2.4 There are several other apprenticeships available to schools, and there are more currently in development that will be of interest, including Level 7 SENCO. The apprenticeship team are also working with partnering apprenticeship training providers in the hope that they will be able to deliver the Level 6 Careers Development Professional Apprenticeship, which we anticipate being able to launch in 2022.

### **3. Conclusion**

3.1 As net contributors, there is significant scope for both primaries and secondaries to make more use of the Apprenticeship Levy. Primary schools have led the way in apprenticeship take up and working with training providers, who are now experienced in working within the school environment. We would encourage all schools to look at how apprenticeships can support staff development and assist retention.

3.2 The County Council recommends that schools contact Kim Larkin, Apprentice Programme Co-ordinator, to arrange a meeting and discuss how apprenticeships can support workforce development. Contact: [kim.larkin@eastsussex.gov.uk](mailto:kim.larkin@eastsussex.gov.uk) / 07736 485896

**ALISON JEFFERY**  
**Director of Children's Services**

Contact Officer: Kim Larkin  
Tel. No. 07736 485896  
Email: [kim.larkin@eastsussex.gov.uk](mailto:kim.larkin@eastsussex.gov.uk)