

NORFOLK SCHOOLS FORUM

Meeting on Wednesday 10 January 2018 09:00 – 12:00 hours at South Green Park
Mattishall Tea/Coffee available from 08.30 hours

Individual members, named below, are asked to provide verbal reports for these items.

AGENDA

- | | | | | |
|---------------|---|--|-------------------|----------------|
| 09:00-09:05 | 1 | Welcome and Introductions
Apologies | | |
| 09:05-09:20 | 2 | Minutes of Last Meeting held on 24 November 2017 | | 2 - 8 |
| | 3 | Matters Arising <ul style="list-style-type: none">• HN Presentation on School Forum website (S.Cutting)• Pupil Growth – check figures (S.Cutting)• Central Licences – guidance to schools (S. Cutting)• Secondary School Forum representative (S.Shirras/C.Dallas) | | |
| 09:20 - 09:25 | 4 | Election of Vice Chair of Schools Forum | | |
| 09:25- 10:00 | 5 | School Forum Membership and terms of reference
Chris Snudden – paper attached | Discussion | 9 - 15 |
| 10:00 - 10:30 | 6 | High Needs Update | | |
| 10:30 –11:00 | | COFFEE | | |
| 11:00 -11:30 | 7 | Dedicated Schools Grant Allocations
Sally Cutting – paper attached | Decision | 16 - 20 |

Communication

Future Agenda Items

Dates of Meetings

- **Schools Forum**
16 March 2018
09:00 – 12:30
South Green Enterprise Centre Mattishall

Norfolk Schools Forum

Minutes of Meeting held on Friday 24 November 2017

09:00 - 12:30 hours

South Green Park Mattishall

Present:

Michael Bateman
Keith Bates, Eaton Hall Specialist Academy
Linda Bennett, Notre Dame High School
Holly Bowman
Chris Caddamy, City College
Alison Clarke, Robert Kett Primary (sub)
Bruce Connors
Sally Cutting
Carol Dallas, Taverham High School
Kevin Daynes (Sub)
Alan Evans, CWA Academy Trust
Mike Grimble, Avenue Junior School
Tim Hillman (sub)
David Hicks
Fyfe Johnston, Clare School
Des Reynolds
Louise Robinson, Kinsale Infant School (sub)
Sarah Shirras, (Chair) St Williams Primary
Vicky Warnes

Marilyn Edgeley

Apologies

Ashley Best-White
Martin Colbourne
Dawn Filtness
Bob Groome
Christina Kenna, Heartsease Primary
Academy
Deborah Leahy
Mary Sparrow, City Academy Norwich
Alex Haynes (sub)
Chris Snudden
Alex Robinson, Millfield Primary School

Representing

NCC
Special School Academy
Academies
Nursery Schools
(sub) 16 – 19 Representative
NPHA
NCC
NCC
Academies
JCC
Academies
Governors
JCC (secondary phase)
Diocese of Norwich
Special Schools
Short Stay Schools for Norfolk
NPHA
Primary Schools
JCC (primary phase)

Minutes

Primary
16 – 19 Representative
NCC
JCC (Secondary phase)
Academies

NPHA
Academies
Academies
Assistant Director (Education)
Governors

Absent from meeting - no apology received

None

1. Mark Adams chaired this meeting in the absence of Chris Snudden to the point where a new Chairperson was elected.

Sarah Shirras is the new Norfolk Maintained Primary Headteacher Representative filling the vacancy left after the resignation of Jo Pedlow and following a vote by all primary Headteachers. Alison Clarke was second and will fill the vacancy left by Deborah Leahy when she resigns at the end of this month.

2. Election for Chair of Schools Forum

Two self-nominations have been received Des Reynolds and Sarah Shirras. The two nominees were asked to leave the room while a vote was taken.

Decision

Sarah Shirras was duly voted the new chair of schools Forum for the following year.

3. Matters arising from last meeting held on 24 November 2017

The vacancy for a secondary headteacher representative is still outstanding.

Norfolk Secondary Education Leaders and Norfolk Primary Headteacher associations have merged into Educate Norfolk.

Early Years Funding Sub Group – it has been agreed that this will no longer continue as a sub-group but move to a task and finish group. There are no Early Years items for review at this time.

3. Norfolk Audit Services

Forum Members were presented with a paper on Norfolk Schools Anti-fraud and Corruption arrangements by Andrew Reeve from Norfolk Audit services. Andrew has reviewed the policy plan and this was agreed by committee on 30 October.

Decision

Schools Forum considered the content of the updated model policy. Schools Forum approved the revised model policy and recommended adoption within the Norfolk Scheme for Financing Schools.

4. High Needs Block Budget

Members were given a presentation on High Needs Funding for 2018/19

- Re-balancing education priorities and the budget
- Recommendations/Decisions for April 2018 which are the product of the work carried out by the High Needs Funding Working Group

The High Needs Block Budget is forecast to overspend by £8.887m at the end of financial year 2017/18 with a £2.57m loan outstanding from last financial year 2016/17.

The presentation shared with members the proposals for balancing the high needs block for next financial year and gradual repayment of the loan.

Members were informed that any decisions would need to be agreed before Christmas to give time to be included in papers for Committee on 16 January however a verbal update can be given to committee after Christmas.

Solutions to deal with the overspend would need to be in place for April.

Comments to each recommendation, expressed during the presentation and within the overall discussion prior to vote and feedback:

Recommendation 1 : A one off movement for 2018/19 between the Schools block and High Needs Block of 0.5% = £2.340m

This recommendation required a vote of the Schools Forum, the outcome of that vote was as follows:

- **Proposal for a 0.5% movement between the schools and high needs block**
 - **For: 14**
 - **Against: 0**
 - **Abstain: 2**

This vote followed on from the following discussion points:

- There has been a very short deadline (due to the short time between the DFE NFF announcement and a decision required from forum on movement between the blocks).
- As more schools convert to academy and Schools LMS balances reduce the extent of the loan to the HNB, previous year overspend, will become more apparent.
- Impact on schools with reduced budgets will be detrimental
- Communication to all schools regarding the impact of this proposal must be clear; for example there is a need to illustrate that this is one element only of balancing the budget, that the other recommendations impact also on school budgets but that decision making is via the Children's Services Committee and not Schools Forum.

Recommendation 2 : Reduce SEND Cluster funding from £9.424m to £4.424m:

- Need to acknowledge that there are a range of factors that could impact on the long term future of the cluster model
- There is not clarity regarding the effectiveness of clusters; there is not a consistent approach to the allocation of funding, within clusters, and currently there is not a full county-wide picture of impact and effectiveness of the funding available

- There are examples where smaller schools report a perception that a fair allocation of funding, within their cluster, is not apparent; larger schools are benefitting where funding is re-allocated annually through local formula rather than a needs led model
- Reduction in overall cluster funding will exacerbate the variance of SEN provision; effective clusters who have invested in cluster working will perceive that they are being penalised.
- Concerns expressed of the level of cluster balances; in excess of £1m and noted as within current 8% threshold. A need to revisit this threshold in light of the overall funding reduction being proposed.

Recommendation 3 : Establish a Norfolk Inclusion Investment Fund (NIIF)£1.105m:

- Need to consider the level of this proposed fund; a lower level would mean less reduction to the overall cluster budget, however, a higher level might alleviate the reduction in the cluster funding by targeting funding more effectively and directly by the LA
- Whilst this development could assist ‘money following the child’, where appropriate, there is a need to ensure that a whole school approach is taken when assessing resources needed; for example not all intervention requires direct funding
- This approach could achieve more targeted funding for children who need the support

Recommendation 4 : Reduce LA Hosted / Contracted Services by £0.500m:

- In addition to the services planned for reduction there is a need to ensure the LA reviews all of it’s contracted services
- Some of these reductions will lead to a further reduction on resources available to schools, for example specialist equipment

Recommendation 5 : Medium/Long term strategic planning to re-balance commitments within the High Needs Block, forecast, to total up to £1.750m:

- Concern was expressed that a greater level of forward planning could have achieved elements of this earlier; i.e. delays to the capital development of special schools, if mitigated, could have provided ‘value for money’ placements earlier
- Could the LA explore opportunities for further capital developments / re-balancing specialist provision, for example Essex CC model of supported revenue borrowing.

Action

The presentation will be uploaded onto the Schools Forum website and on to an MI Sheet following some correction of figures.

5. Schools National Funding Formula (NFF)

The report previously circulated sets out the proposed changes to the funding distribution formula of the Schools block of the dedicated Schools grant from April 2018, in line with the Department of Education's Fairer School Funding arrangements.

Four options for implementation, as laid out in the paper were put forward by the authority for local consultation with schools and schools forum.

In the opinion of officers option 1 would be the preferred as it would give all schools an increase and time to consider effects of the NFF. Also to set up a task and finish group to moving towards implementing the NFF next year.

Schools forum are asked to:

- Consider and comment on the proposed changes to the distribution formula of the schools block of the Dedicated Schools Grant, including movement between the schools block and high need block.
- Agree de-delegated funds.

Schools Forum were asked to comment on the proposed changes, (see below).

Comments:

- Secondary Schools underfunded for some time and feel they should move to NFF
- Carol Dallas would like to be part of the task and finish group
- The current split between primary and secondary ratio of funding was a School Forum decision which was thought right at the time
- Some schools will get a shock when we move to a new formula, we need to phase this in.
- Is NFF definitely coming in and would we need to review our formula anyway
- (primary representative) – some primary are better off under new NFF
- Schools forum agreed to Option 1 but review going forward for 2019/20. Less schools are likely to fall into financial difficulty.
- Government has given us a steer with the minimum per pupil level

Forum were also asked to agree by maintained Primary and Secondary sector on de-delegation of the services below:

- **Staff Cost – unanimously agreed**
- **Licences/Subs – unanimously agreed**

- **Contingencies – Unanimously against**
- **Free School Meals – unanimously agreed**

Growth Fund – unanimously agreed

Historic Commitments – unanimously agreed

Education Services Grant – unanimously agreed

Action

Sarah Shirras to discuss with Carol Dallas the way forward to securing a secondary School Forum representative.

Pupil growth – Sally Cutting to check this is not over estimated.

Central Licences – Sally Cutting to send guidance to schools via an MI Sheet.

Matters Arising

6. Minutes of meetings of Sub-Groups

None

7. Communication

None

8. A.O.B

It was noted that this is the last meeting that Linda Bennett will attend as she is retiring at the end of the term.

The chair thanked her for all her work over the past years.

Linda said that the schools forum was an important group and she hoped that it would continue.

9. Date of Next Meeting

10 January 2017 09:00 – 12:30 at South Green Enterprise Centre Mattishall

Topic	Date resolved	By Whom	Action
High Needs Block Funding		SC/ME	Action The presentation will be uploaded onto the Schools Forum website and on to an MI Sheet following some correction of figures.
National Funding Formula			Action The presentation will be uploaded onto the Schools Forum website and on to an MI Sheet following some correction of figures.
Future Agenda Item			

Schools Forum Structure

Schools Forum members are asked to consider the proposed structure of the forum, and the next steps for election and nomination of members.

The membership of Schools Forum needs to reflect the proportion of pupil numbers in the different school sectors as per the Schools & Early Years Finance (England) regulations 2017.

Secondary maintained schools now only represent 6% of Norfolk pupil numbers, it is proposed that we reduce this from 2 representatives to one Secondary school representative, removing one post.

There has been an increase in the number of Academies since the structure of Schools Forum was last reviewed in January 2017. The number of maintained Primary representatives need to be reduced by one Headteacher from 5 primary representatives to 4, and the number of Academy representatives increased by one, from 5 to 6.

An Academy election will need to be held, to reflect the proportion of pupil numbers in Academies. We will need to hold an election for 2 representatives as Linda Bennett, one of the Academy representatives has retired.

Schools Forum Membership Proposals

Minimum Requirement

School members – Should be 2/3 of the forum membership

Primary Headteacher and a Governor must be based on pupil proportions

1 Secondary School Representative

1 Special School Headteacher or governor

1 Special Academy Representative

1 AP Academy Representative

1 Nursery School Headteacher or governor

Academy reps – this is not restricted to principals, senior staff or governors and must be based on pupil proportions

(Headteacher or senior staff)

Non school members – Should be no more than 1/3 of forum membership

1 16-19 representative

1 Early Years PVI representative

Suggested Membership

School members – 15 members

- 4 Primary Headteachers or governors (Reduce from 5)
- 1 Secondary maintained school representative.
- 1 Special School Headteacher
- 1 Nursery School Head teacher or governor
- 1 Special School Academy rep
- 1 AP Academy Rep
- 6 Academy rep – this is not restricted to principals, senior staff or governors (we currently have 5)

Non School members – 6 members

- 1 16-19 representative
- 1 Early Years PVI representative
- 1 C of E Diocesan Rep
- 1 Roman Catholic Rep
- 1 JCC Primary Rep
- 1 JCC Secondary Rep

Pupil numbers from Oct 17 census:

Primary Maintained	38,752	= 37%
Secondary Maintained	5816	=6%
Primary and Secondary Academy	59,888	= 57%

The attached appendix shows how the current membership would translate into the suggested membership

Action

Schools Forum is asked to discuss the information provided and consider the next steps to bring the schools forum in line with current regulations.

Norfolk Schools Forum

Constitution and Terms of Reference

1. TITLE

The title of the Committee will be “Norfolk Schools Forum” and will be referred to hereafter as “The Forum”.

2. ROLE/FUNCTION

The Forum’s functions are:

- Formula change (including redistributions) must be consulted and inform governing bodies of all consultations.
- Finance issues – gives a view and informs all governing bodies of all consultations:
 - arrangements for pupils with special educational needs
 - arrangements for use of pupil referral units
 - arrangements for early years provision
 - administration arrangements for the allocation of central government grants
- To give a view on any exclusions from the operation of the Minimum Funding Guarantee
- To agree, by phase, the amounts of funding to be retained as central expenditure under the following specific areas:
 - Contingencies
 - Administration of Free School Meals
 - Insurance
 - Licences/subscriptions
 - Staff costs – supply cover
 - Support for minority ethnic
 - Pupils/underachieving groups
 - Behaviour support services
 - Library and museum services
 - School improvement
- General duties for maintained schools – would be decided by the relevant maintained school members.
- Decides on the central spend on the criteria for allocating funding from:
 - Funding for significant pre-16 growth
 - Funding for good or outstanding schools with falling rolls
 - Movement of up to 0.5% from the schools block to the other blocks
- Decides for each line central spend on:

- Early years central expenditure
 - Funding to enable all schools to meet the infant class size requirement
 - Back-pay for equal pay claims
 - Remission of boarding fees at maintained schools and academies
 - Places in independent schools for non-SEN pupils
 - Services previously funded by the retained rate of the ESG
 - Admissions
 - Servicing of Schools Forum
- Decides for each line central spend on:
 - Capital expenditure funded from revenue – agreed prior to April 2013
 - Contribution to combined budgets – agreed by Schools Forum prior to April 2013
 - Existing termination of employment costs – approved prior to April 2013.
 - Prudential borrowing costs - commitment must have been approved prior to April 2013.
 - It is deemed good practice that the authority will inform school forum on central spend on:
 - High needs block provision
 - Central licences negotiated by the Secretary of State.
 - Decides on carry forward deficit on central expenditure to the next year to be funded from the schools budget.
 - Approves Scheme of Financial Management changes (school members only)
 - It is deemed good practice that the Schools Forum are asked to give a view on length of office of members.
 - Determine voting procedure
 - Elects Chair of School Forum.
 - Contracts – gives a view and informs all governing bodies.

3. MEMBERSHIP

(a) The membership of the Forum will be:

School members – 15 members

- 4 Primary Headteachers or governors
- 1 Secondary Representative
- 1 Special School Headteacher
- 1 Nursery School Head teacher or governor
- 1 Special School Academy rep
- 1 AP Academy Rep
- 6 Academy rep – this is not restricted to principals, senior staff or governors

Non School members – 6 members

- 1 16-19 representative
- 1 Early Years PVI representative
- 1 C of E Diocesan Rep
- 1 Roman Catholic Rep
- 1 JCC Primary Rep
- 1 JCC Secondary Rep

(b) All school Members will be elected according to the process decided upon by their relevant constituency and all non-school Members will be nominated by their relevant bodies.

(c) A headteacher representative means a principal, deputy headteacher, bursar or other person responsible for the financial management of the school.

(d) Give the Education Funding Agency observer status at Schools Forum meetings, with the right to participate in discussions

4. TERMS OF MEMBERSHIP AND CONDUCT OF MEMBERS

- (a) Members should abide by the National Code of Local Government Conduct: if a proposal directly affects an issue in which they might have a pecuniary interest a Member should declare that interest and withdraw from the meeting and take no part in the decision.
- (b) If a Member does not attend for three consecutive meetings, or send a substitute, then the Forum will determine at the third meeting whether that Member should continue to serve on the Forum.
- (c) A member of the Forum will hold office for a maximum of four years after which they must stand for reappointment if they wish to continue. A Member may resign at any time. There is no limit to the number of terms an eligible Member may serve. A new appointment or replacement Member will serve for a four-year term.
- (d) The appointment of any Forum member will end before the expiry of their term of membership if the member concerned ceases to hold the office by virtue of which they became eligible for appointment to the Forum.

5. ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

The Forum will elect a Chairman and Vice-Chairman annually. If necessary, this will be done by a majority of votes cast by individual Members. The Chairman and Vice-Chairman should be from different groups of the Forum, if possible. The Chairman must not be an elected member or officer of the Local Authority.

6. SECRETARIAT AND PROVISION OF ACCOUNT TO SCHOOLS

The LA will carry out the secretariat function of the Forum and be responsible for ensuring that a record is kept of each meeting. The secretariat will, as soon as reasonably possible, inform the governing bodies of schools maintained by the LA and academies of all consultations carried out in accordance with Part 3 of the Regulations. The LA will also inform all schools of the name of any member elected to the Forum within one month of the appointment.

7. QUORUM/SUBSTITUTES

- (a) To be quorate there must be at least 40% of current members (excluding vacancies) in attendance.
- (b) Members may appoint a substitute with full voting rights provided the substitute fulfils the same criteria as the appointed Member.
- (c) The name of the substitute Member will be notified to the Secretary by the appointed Member prior to the start of the meeting.
- (d) Confine the voting arrangements to allow only schools and academy members and providers from the private, voluntary and independent sector to vote on the funding formula

8. PROCEEDINGS

Meetings of the Forum will be held at least four times a year. Wherever possible, the notification convening a meeting, along with the full agenda, will be circulated at least 7 days before the meeting and minutes published promptly on their website

Hold public meetings as is the case with other council committees

Limit the number of other local authority attendees from participating in meetings unless they are a Lead Member with primary responsibility for children's services or education in the authority or for the resources of the

authority, a Director of Children's Services (or their representative), the Chief Financial Officer (or their representative) or are providing specific financial or technical advice (including presenting a paper to the Forum)

It is within the rights of the Forum to set up working groups/sub groups to investigate issues requiring investigation

Subject to paragraphs 8 – 10 of the Schools Forum (England) Regulations 2012 the Forum may determine their own voting procedures.

9. MEMBERS' EXPENSES

(a) All expenses of the Forum will be met by the LA and, in accordance with the Regulations, charged to the Schools Budget.

(b) Expenses for attendance at meetings will be reimbursed in accordance with the scheme approved by the Forum.

10. URGENT DECISIONS OUTSIDE MEETINGS

If an urgent decision is required and there is insufficient time to convene a full Forum meeting, the Chair may decide to implement the following emergency procedure:

All members will be contacted by email (or telephone if they do not have email access) and asked to respond. The decision will stand if the majority of all members responding are in agreement. At least ten members must have responded and every effort should be made to contact each constituent group.

Dedicated Schools Grant 2018/19

Purpose

To update Schools Forum on the allocations of the Dedicated Schools Grant

The total DSG allocation received for 2018-19 was confirmed in December 2017 and totals £599.457m before academy recoupment. This compares to a total DSG allocation of £581.240m in 2017-18.

The Schools block is £473.043m, this is an increase of £11.570m from the £461.473m received in 2017-18, £4.538m of this increase is the additional pupil numbers on the October census, from 103,385 pupils to 104,456 pupils. The remaining £7.032m is as a result of the new National Funding formula.

The new central services school block covers central items previously held within the schools block. The new block covers central licences (see appendix 1) , historic commitments and the retained services provided to all schools previously covered by the Education Services Grant. Schools Forum voted to retain these items centrally at November 2017 forum meeting.

The Early Years block for 3 and 4 year olds totals £28.96m. The new Early Years National Funding Formula sets out that Local Authority central costs should be no greater than 5% of the Early Years block for 2018-19, this percentage adjusts within the financial year as it is based on pupil numbers accessing an Early Education place on the January census dates. The Early Years Funding Formula is paid to the Local Authority at £4.30 per hour.

From September 2017 working parents can access an additional 15 hours of funded 3 and 4 year old early education. Taking the total amount to 30 hours of funded childcare. The Department of Education has provided additional funding of £8.459m as estimated take up of the additional 15 hours by parents, this will be adjusted based on take up at the January 2018 and 2019 census dates.

Schools forum are asked to vote to retain centrally 5% of the 3 and 4 year old funding, £1.871m for the Local Authority to continue to provide central support and payments to all providers of Early Years Education, in schools and in private, voluntary and independent settings.

Parents can access 15 hours of funded 2 year old early education, if they meet the eligibility criteria. The Department of Education provides £6.156M of funding based on an estimated take up which will be adjusted based on the January 2018 census. The Local Authority receives £5.20 per hour for Early Education of 2 year olds.

Early years pupil premium is 53p per hour per eligible child claiming 3 and 4 year old funding, up to a maximum of 570 hours per year, this will be adjusted based on January 2018 take up.

The Early Years New National Funding Formula (EYNFF) places Nursery Schools on the same funding model as all Early Years Settings, an additional £0.319 million has been provided to protect and fund the fixed sums that the 3 Nursery Schools in Norfolk receive. The fixed sums fund the higher overheads and cost of qualified teaching staff in a Nursery School.

The Disability Access Fund aids access to early years places. The early years setting is eligible for £615 per year for each child in receipt of Disability Living Allowance.

The High needs block has increased to £78.577m from £75.248m. The high needs block has increased by £1.529m based on the new national funding formula, this is based on a 50% historic baseline exercise and the remaining 50% is calculated on population growth, places created and additional needs. Funding of £488,000 has been released from within the high needs block as pupils on the home school roll of Specialist Resource Bases are no longer funded from the high needs block, there are 122 pupils that we no longer need to fund at £4000 per place from the high needs block. £1.8m was moved across from the schools block in 2017-18 and is now included in the baseline figure of the high needs block.

The overall difference in the DSG allocation from the prior is set out in the table below:

Funding element	2018/19 (£m)	2017/18 (£m)	Change (£m)	Explanation for change
Early Years 3 & 4 year olds	28.960	29.594	(0.634)	Lower participation rate than 2017/18
Early Years 3 & 4 year olds – 30 hrs	8.459	4.756	3.703	For 2017/18 allocation was for 7 months only
Early years block 2 year olds	6.156	5.959	0.197	Slightly higher participation than in 2017-18
Early Years Pupil Premium	0.501	0.451	0.050	Higher number of eligible pupils
Nursery Schools Grant	0.319	0.420	(0.101)	The hourly rate has increased for nursery schools by 30p per hour and lower participation.
Early Years Disability Access Fund	0.17	0.172	(0.002)	
Schools Block	473.043	461.473	11.570	Increase in 1071 pupil numbers (£4.538m) and the new national

				funding formula. Movement of central funds to create the new Central Services Block
Central Services School Block	3.272	3.167	0.105	New block, central items were previously within the schools block
High Needs block	78.577	75.248	3.329	Rebaselining of £1.8m expenditure from 2016/17 schools block. Additional £1.529m of funding as a result of the new national funding formula.
Total	599.457	581.240		

Movement of 0.5% from the Schools Block to the High Needs Block was agreed by Schools forum at the November meeting, to alleviate the forecast pressure on the High Needs Block, due to the demand on high cost specialist placements and the increase in high needs in the school population. This is a one off movement of £2.356m. The new totals will be £470.687m Schools Block and £80.933m High Needs Block.

Other Schools Grants

The rates per pupil for the pupil premium for 2018 to 2019 are maintained at their current rates. The rate for pupil premium plus for looked after children and children adopted from care will increase to £2,300 per pupil in 2018 to 2019.

The year 7 catch-up premium continues in financial year 2018 to 2019. Further details will be available in 2018.

The meal rate for universal infant free school meals (UIFSM) stays at £2.30 for the 2018 to 2019 academic year.

The primary PE and sport premium continues in 2018 to 2019. Further details will be announced in the new year.

Action

Schools Forum is asked to agree the central expenditure of 5% from the 3 and 4 year old Early Years Funding Formula.

Action

Schools Forum is asked to note for information the Dedicated Schools Block Allocations.

Appendix 1

Licences Paid Centrally on Behalf of Schools

Copyright Licences

In all cases, VAT will be charged, but can be recovered by the local authority.
In all cases, ESFA will not charge local authorities for non-recoupment academies and non-maintained special schools.

Numbers of pupils and schools are taken from the January 2016 School Census.

CLA (Copyright Licensing Agency)

Based on two rates: 5 to 15 and 16+

SPML (School Printed Music Licence)

Flat rate based on total number of pupils, 5 to 16+.

NLA (Newspaper Licensing Agency)

Flat rate, based on total number of pupils, 5 to 16+.

ERA (Education Recording Agency)

Based on two rates: Primary and Secondary.

Primary rate includes under-5s (this is reflected in the lower rate for the licence).
Primary rate is also charged for special schools and PRUs/AP. Secondary rate is used for All Through schools.

PVSL (Public Video Screening Licence – Filmbank Distribution Ltd.)

Based on a single, flat rate per school, including discount.

MPLC (Motion Picture Licensing Company)

Based on a single, flat rate per school, including a 10% discount.

PPL (Phonographic Performance Ltd.)

Operates on a banding system according to the number of pupils in the school. A different rate for 0-200 pupils, rising for every 50 additional pupils.

PRS (Performing Right Society Ltd.)

Operates on a banding system according to the number of pupils in the school. Basic rate for 0-200 pupils, rising for every 50 additional pupils.

MCPS (Mechanical Copyright Protection Society Ltd.)

Based on a single, flat rate per school.

CCLI (Christian Copyright Licensing International)

Based on a simplified banding system according to size of school and whether primary/secondary, with varying discounts applied. There is no charge for nurseries. The charges per school are:

Number of pupils	Primary	Secondary	Special
1 - 49	Confidential to the public	Confidential to the public	Confidential to the public
50 - 99			
100 - 249			
250 - 499			
500 - 999			
1,000 - 1,499			
1,500 - 2,999			