



# Business cycle wall planner 2015

## All stakeholders

Of interest to general further education colleges (GFEs), sixth-form colleges (SFCs), special post-16 institutions, commercial and charitable providers (CCPs), local authorities (LAs), maintained schools (MS), maintained special schools (MSS), non-maintained special schools (NMSS), higher education institutions, young offender institutions, Youth Contract providers, European Social Fund funded providers, and dance and drama schools (DaDs)

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For items related to academies, please see the separate [academies business cycle wall planner](#).

January 2015	February 2015	March 2015	April 2015
<p><b>Institutions:</b></p> <ul style="list-style-type: none"> <li>LAs submit final 2015 to 2016 authority proforma tools</li> <li>spring school census</li> </ul> <p><b>EFA:</b></p> <ul style="list-style-type: none"> <li>issues Dance and Drama Awards (DaDA) allocations for 2015 to 2016, and scheme guide, to DaD institutions</li> <li>issues reports to LAs advising them of their latest recoupment position</li> <li>announces 2015 to 2016 copyright license agreement deductions</li> <li>consults on consistent financial reporting codes for 2015 to 2016</li> <li>publishes 2013 to 2014 secondary school spend data with performance tables</li> <li>makes transitional protection payments for 2014 to 2015 to special post-16 institutions and GFEs</li> <li>launches online information form for SFC auditors</li> </ul>	<p><b>Institutions:</b></p> <ul style="list-style-type: none"> <li>ILR R06 returns due from ILR funded institutions</li> <li>LAs issue maintained schools with budgets (5 to 16 mainstream)</li> </ul> <p><b>EFA:</b></p> <ul style="list-style-type: none"> <li>makes 2014 to 2015 year 7 (Y7) catch-up premium payment</li> <li>publishes 2015 to 2016 recoupment guidance</li> <li>publishes 2015 to 2016 pupil premium grant conditions</li> <li>carries out external consultation on 2014 to 2015 s251 outturn</li> <li>shares with LAs the financial health assessment results for special post-16 institutions and NMSS</li> <li>issues 2015 to 2016 academic year final funding allocations covering pre- and post-16 provision, 16 to 19 Bursary Fund, free meals, Residential Bursary Fund and high needs funding</li> <li>publishes free meals in further education (FE) guide for 2015 to 2016</li> </ul>	<p><b>Institutions:</b></p> <ul style="list-style-type: none"> <li>LAs submit 2015 to 2016 s251 budget data</li> <li>schools submit 2015 financial value standard returns to LAs</li> </ul> <p><b>EFA:</b></p> <ul style="list-style-type: none"> <li>communicates CCP payment adjustments (based on R06)</li> <li>issues summaries of final funding allocations to LAs</li> <li>publishes guide to completing part 1 grant returns for local authorities for 2014 to 2015</li> <li>makes 2014 to 2015 quarter 4 pupil premium and education services grant payments</li> <li>issues reports to LAs advising them of their final 2014 to 2015 recoupment position</li> <li>publishes 2015 to 2016 consistent financial reporting codes</li> <li>opens COLLECT database for 2015 to 2016 s251 budget</li> <li>publishes 2015 to 2016 schools block proforma dataset</li> <li>publishes audit guidance for LAs on maintained schools with sixth-forms for 2014 to 2015</li> <li>refreshes Section 41 approved independent special institutions list</li> <li>implements the condition of funding for maths and English for 2015 to 2016</li> </ul>	<p><b>Institutions:</b></p> <ul style="list-style-type: none"> <li>LAs return part 1 16 to 19 grant returns</li> </ul> <p><b>EFA:</b></p> <ul style="list-style-type: none"> <li>Skills Funding Agency (SFA) and EFA publish the accounts direction handbook for SFCs and GFEs</li> <li>SFA and EFA publish the financial planning handbook for SFCs and GFEs</li> <li>makes second 2014 to 2015 primary PE and sport premium payment</li> <li>publishes 2015 to 2016 free schools ready reckoner</li> <li>opens COLLECT database for 2014 to 2015 consistent financial reporting data</li> <li>issues 2015 schools financial standard chief finance officer (CFO) assurance statements to LAs</li> <li>issues reports to LAs advising them of the recoupment position for 2015 to 2016 in respect of academies open prior to 1 April 2015</li> <li>makes CCP payment adjustments for 2014 to 2015 based on ILR R06 returns</li> </ul>
<p><b>May 2015</b></p> <p><b>Institutions:</b></p> <ul style="list-style-type: none"> <li>summer school census</li> <li>LAs submit 2014 to 2015 CFO statements for pupil premium, primary PE and sport premium, universal infant free school meals, summer schools, and Y7 catch-up premium</li> <li>LAs submit 2015 schools financial value standard CFO assurance statements</li> </ul> <p><b>EFA:</b></p>	<p><b>June 2015</b></p> <p><b>Institutions:</b></p> <ul style="list-style-type: none"> <li>ILR R10 returns due from ILR funded institutions</li> </ul> <p><b>EFA:</b></p> <ul style="list-style-type: none"> <li>school capacity collection survey goes live</li> <li>shares with LAs the financial health assessment results for special post-16 institutions and NMSS</li> <li>makes 2015 to 2016 quarter 1 pupil premium payment</li> <li>makes first 2014 to 2015 summer schools</li> </ul>	<p><b>July 2015</b></p> <p><b>Institutions:</b></p> <ul style="list-style-type: none"> <li>SFCs submit financial plans and accompanying commentary for 2016 to 2018</li> <li>submit 2014 to 2015 end year DaDA MI return</li> <li>submit school capacity collection returns</li> <li>LAs submit copyright licenses returns</li> </ul> <p><b>EFA:</b></p> <ul style="list-style-type: none"> <li>issues reports to LAs advising them of their latest recoupment position</li> </ul>	<p><b>August 2015</b></p> <p><b>Institutions:</b></p> <ul style="list-style-type: none"> <li>LAs submit 2014 to 2015 s251 outturn data</li> </ul> <p><b>EFA:</b></p> <ul style="list-style-type: none"> <li>publishes guide to completing part 2 grant returns for local authorities for 2014 to 2015</li> <li>makes 2015 to 2016 quarter 2 education services grant payment</li> </ul>

<ul style="list-style-type: none"> <li>• makes 2015 to 2016 quarter 1 education services grant payment</li> <li>• publishes 2015 to 2016 universal infant free school meal conditions of grants</li> <li>• opens COLLECT database for 2014 to 2015 s251 outturn</li> <li>• publishes 2015 to 2016 pre-16 funding factors by local authority</li> <li>• publishes residential funding scheme guides for 2015 to 2016</li> <li>• publishes Care to Learn 2015 to 2016 guide for institutions</li> <li>• makes available condition of funding for maths and English advisory reports based on final 2013 to 2014 institutional data</li> <li>• publishes CCPs outturn outcomes for 2013 to 2014 (based on R14)</li> </ul>	<p>payment</p> <ul style="list-style-type: none"> <li>• makes second 2014 to 2015 universal infant free school meal revenue payment</li> </ul>	<ul style="list-style-type: none"> <li>• issues initial 2015 to 2016 authority proforma tools (APTs) to LAs and publishes user instructions</li> <li>• finalises 2014 to 2015 dedicated schools grant early years block allocations based on January 2015 census</li> <li>• updates 2015 to 2016 dedicated schools grant early years block allocations based on January 2015 census</li> <li>• issues dedicated schools grant CFO assurance statements for 2014 to 2015 outturn</li> <li>• shares with LAs the financial health assessment results for special post-16 institutions and NMSS</li> <li>• issues 2015 to 2016 contracts to DaDA institutions</li> </ul>	
<p style="text-align: center;"><b>September 2015</b></p> <p><b>Institutions:</b></p> <ul style="list-style-type: none"> <li>• ILR R13 returns due from ILR funded institutions</li> </ul>	<p style="text-align: center;"><b>October 2015</b></p> <p><b>Institutions:</b></p> <ul style="list-style-type: none"> <li>• LAs return part 2 16 to 19 grant returns</li> <li>• return school census</li> <li>• ILR R14 returns due from ILR funded institutions</li> <li>• submit 16 to 19 bursary fund and residential 2014 to 2015 end of year MI return</li> </ul> <p><b>EFA:</b></p> <ul style="list-style-type: none"> <li>• publishes final 16 to 19 funding allocations at institution level for 2015 to 2016</li> </ul>	<p style="text-align: center;"><b>November 2015</b></p> <p><b>EFA:</b></p> <ul style="list-style-type: none"> <li>• shares with LAs the financial health assessment results for special post-16 institutions and NMSS</li> </ul>	<p style="text-align: center;"><b>December 2015</b></p> <p><b>Institutions:</b></p> <ul style="list-style-type: none"> <li>• SFCs submit audited financial statements, auditor's management letter, finance record and annual report of the audit committee for 2014 to 2015</li> </ul>

**[Useful information for EFA-funded providers](#), set out month-by-month, is also available on GOV.UK.**

- Some timing is indicative and may change. Updates on the delivery of the business cycle will be available in our e-bulletin and will feature in the online calendar on the EFA Information Exchange.

EFA Business Cycle version 4.0, published January 2015.