



## Wirral Schools Forum

<b>Date:</b>	<b>Wednesday, 3 July 2013</b>
<b>Time:</b>	<b>6.00 pm</b>
<b>Venue:</b>	<b>Council Chamber, Wallasey Town Hall</b>

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## AGENDA

1. **MINUTES OF THE PREVIOUS MEETING (Pages 1 - 6)**
2. **MATTERS ARISING**
3. **SCHOOLS BUDGET OUTTURN 2012-13 (Pages 7 - 12)**
4. **SCHOOL BALANCES AS AT 31ST MARCH 2013 (Pages 13 - 14)**
5. **HIGH NEEDS OPTIONS (Pages 15 - 36)**
6. **NURSERY SCHOOL FUNDING (Pages 37 - 40)**
7. **DFE AND LOCAL FUNDING FORMULA PROPOSALS (Pages 41 - 46)**
8. **TRADED SERVICES UPDATE (Pages 47 - 52)**
9. **CITY LEARNING CENTRES REVIEW (Pages 53 - 60)**
10. **FUNDING HIGH NEEDS STUDENTS AGED 16-24 UPDATE (Pages 61 - 64)**
11. **SCHEME FOR FINANCING SCHOOLS - APPROVAL FOR CHANGES (Pages 65 - 68)**
12. **FORUM MEMBERSHIP (Pages 69 - 70)**
13. **WORKPLAN (Pages 71 - 72)**



# Agenda Item 1

**WIRRAL SCHOOLS FORUM**  
**10<sup>th</sup> April 2013**  
**MINUTES**

**Present:** R Longster (Chair)

**Schools Group**

E Cogan	M Kophamel
P Dixon	A Moore
J Gordon	S Peach
C Hughes	C Penn
L Ireland	K Podmore
B Jordan	J Weise
D Kitchin	G Zsapka

**Non-Schools Group**

S Davies	D McDonald
S Higginson	S McNamara
J Kenny	J Owens
	N Reilly

**In Attendance:**

D Armstrong	J Hassall
P Ashcroft	C Kerr
S Ashley	M Lightburn
J Bevan	A Roberts
Cllr. W Clements	Phil Sheridan
C Chow	Cllr. S Williams
S Dainty	B Thompson (EFA)
M Ellis	

**Apologies:**

S Allen	K Frost
M Brown	B McGregor
B Cummings	G Pritchard
	M Walker

1. The chair welcomed Beverley Thompson from the EFA who explained that her role was to observe our meeting.
2. **Training session**  
Andrew Roberts and Paul Ashcroft held a training session on SEN Funding for 2013-14
3. **Minutes from the Meeting Held on 23<sup>rd</sup> January 2013**  
The minutes from the meeting were accepted as a true record.

#### **4. Matters Arising**

Agenda Paper 12 – a Review of Wirral City Learning Centres (CLCs) was discussed as a matter arising.

Phil Sheridan briefed forum that Secondary Head teachers are concerned that they do not get value for money from the CLCs and have indicated that they would prefer the Secondary School portion of the combined budget delegated from April 2014.

Secondary Schools and Academies have requested a review of the current use of the Wirral City Learning Centres.

#### Resolved

The Forum agreed that a review of the current use of the Wirral CLCs will be carried out by Phil Sheridan.

#### **5. Adjusted Dedicated Schools Grant 2013-14**

Andrew Roberts updated the members on the latest DSG allocation for Wirral which has changed from £234.1m to £175.6m. This amount has been adjusted to take account of

- Academy funding paid directly by the EFA
- An increase in early years funding for 3 and 4 year olds
- Adjustments to the high needs block, such as
  - increased funding for Wirral Hospital School,
  - increased numbers in the pre 16 school base places at Wallasey School and Bebington High School
  - the transfer of funding for resourced base provision at academies
  - the transfer of place funding for non maintained special school to the EFA.

#### Resolved

The Forum noted the report.

#### **6. Early Years Census**

Andrew Roberts informed the Forum that the Early Years Census had taken place. The numbers were 2,936 compared to the budgeted figure of 2936. The funding for early years will not be finalised until after the 2014 census. Additional checks have been put in place to verify early years data before being sent to the DfE.

#### Resolved

The Forum noted the report.

#### **7. Schools Budget 2013-14 Update**

Andrew Roberts updated the Forum on the adjustments to the Schools budgets since the January 2013 meeting. Changes have been made in the following areas and were identified in the table attached to the report:-

- Secondary budget – reduced due to academy schools
- SEN bases - additional SEN places
- Wirral Hospital School – additional funding
- Early Years – funding for Birkenhead Girls High Academy

- Inclusion base places for academies to be funded directly by the EFA
- SEN Top ups for independent schools will now be paid by the LA
- De-delegation of school budgets e.g. contingency and maternity
- 6<sup>th</sup> form funding allocations
- PFI Affordability Gap - council funded budget increased to take account of December RPI.

An academy representative was concerned that their budget, which had been received from the EFA included a cut of 3.77% and was in excess of and not protected by the MFG.

Resolved

The Forum noted the report

**8. Schools Funding Formula**

Andrew Roberts provided some comparisons of Wirral funding formula 2013-14 compared to other local authorities (LAs). There was a concern about the Looked after Children amount as it looked low compared to other LAs. It was agreed that this should be taken to the Corporate Parenting Group for further discussion. There was also a request for mobility to be looked at.

The Department's response to the DfE's consultation/review of the 2013-14 was included for information.

Resolved

The Forum noted the report

**9. SEN Funding Formula**

Paul Ashcroft informed the meeting that the SEN forum working party are developing banding options to fund high needs top ups in schools. These will be discussed at the next Forum before being sent out for consultation.

Resolved

The Forum noted the verbal report

**10 Early Years Consultation and Formula**

Andrew Roberts reported on an Early Year's Consultation paper from the DfE. Wirral already complies with many of the changes that are being considered. Any further comments can be forwarded to advise in the council's response.

Resolved

The Forum noted the report

**11. AST Salary Safeguarding**

The AST budget has been delegated to all schools from April 2013. An issue has arisen regarding staff salaries which will have to be protected for 3 years at a cost of £135k. This can be met from AST reserves. AST Staff will return to their

substantive posts. Schools can make arrangements amongst themselves to provide a service using the funding that has now been delegated. The discussion moved to the similarities with Specialist funding.

Resolved

The Forum agreed to use the AST reserve to cover the salary protection costs for the three years from 1<sup>st</sup> September 2013. However, support would cease where salary protection is no longer required.

**12. Traded Services Update**

David Armstrong updated the Forum on Traded Services to schools. There are currently 2 groups managing SLAs, the EQ board and the SLA group. The aim is to have one overall group with increased rigour and transparency of funding. Meetings have been held with head teachers to discuss this option and feedback has been positive so far.

Resolved

The verbal report was noted.

**13. Draft Consultation for Home to School Transport**

A draft copy of the Schools and College Transport Policies paper was briefed by Julia Hassall and Mark Ellis. It describes the three main areas affected by the consultation:-

- Denominational transport
- Children aged 5-16 with special educational needs
- Post 16 transport

The questionnaires will be available online or in paper format.

The Forum agreed that the document was clear. There were queries about the survey being accessible to young people and children in care and signposting it on Team Wirral. There were also a number of concerns about the effect of not providing transport for young people over 16 who have highly complex learning needs and disabilities. Julia was very clear that the questionnaire should reach as many people as possible, particularly the children and young people it affects.

Resolved

The Report was noted.

**14. Scheme for Financing Schools**

Sue Ashley highlighted the main revisions to the scheme for financing schools which have mainly come about by the recent funding changes. Schools will be consulted prior to approval at the next meeting.

Resolved

The report was noted.

**15. Forum Membership Update**

Sue Ashley updated the meeting on the current Forum representation, vacancies and future changes.

Resolved

The report was noted

**16. Any Other Business**

Congratulations to Richard Longster, the chair, who has received a Wirral Award from the Mayor for exceptional contribution made for Services to Education.

Congratulations to Julia Hassall who has been appointed Director of Children's Services.

**17. Workplan**

The dates of future meetings were noted:-

Wednesday 3<sup>rd</sup> July 2013

Wednesday 2<sup>nd</sup> October 2013

January 2014

April 2014

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## WIRRAL SCHOOLS FORUM - 3 JULY 2013

### REPORT OF DIRECTOR OF CHILDREN'S SERVICES

#### SCHOOLS BUDGET OUTTURN 2012/13

#### EXECUTIVE SUMMARY

This report outlines the year end position for the 2012-13 Schools Budget. At this time the accounts are provisional and are subject to audit. The Forum are asked to note the report.

#### OUTTURN 2012/13

The Schools Budget Outturn is shown in the attached appendix. There is an overall underspend of £672,000 which is made up of a number of variations, these are briefly described below.

i) **Early Years - £195,000 cr**

Payments are made to Early Years providers based on attended hours. The take up of hours by providers was slightly less than anticipated.

ii) **SEN - £975,000 cr**

This is a £10.6m budget covering statements, SEN support, Independent Residential Schools and Home Tuition. There is an underspend in the statements budget, no new commitments were agreed for SEN initiatives or for exceptional needs. In addition with the introduction of new funding arrangements for High Needs students charges have been made in respect of placements to or by other authorities for a 2 year period up to the end of March 2013.

iii) **Admissions - £65,000 cr**

A refund has been received from the supplier of 11+ Test papers, admission support costs are less than planned and academies have contributed £27,000.

iv) **Schools Contingency**

The budget in this area of £700,000 has been fully committed. Expenditure includes the following:

	£
Closing schools costs	302,000
Special school trigger (net)	64,000
Excluded pupil top up and support	116,000
Gilbrook base	39,000
Key Stage 1 class size	38,000
Pension arrears	38,000
Church Drive and Hospital School rents	41,000
Salary protection - nursery schools	21,000
School rates balance	19,000
Exceptional school items	31,000

v) **PFI/PPM Programmes Maintenance - £286,000 cr**

This budget of £2.9m is made up of the cost of the PFI affordability Gap of £2.3m in respect of 8 PFI funded schools and a PPM programme of £650,000. The PFI affordability gap is council funded, as is £450,000 of the total £650,000 PPM programme. The underspend on PPM schemes at the end of the year of £286,000 has been split between the schools and council funded budgets.

vi) **Contributions to Combined Budgets**

The spend of £2,563,000 includes the following:

	£
Observatory school transport	58,000
Discretionary rate relief	175,000
School Improvement	360,000
School Intervention	650,000
City Learning Centres	815,000
Pay Harmonisation	450,000
LSCB Contribution	30,000
School Sports Co-ordinator	25,000
	<u>2,563,000</u>

vii) **Dedicated Schools Grant**

The overall reduction in DSG is £11,136,000.

This represents:

- recoupment in respect of in year academy conversions
- the January 2012 Early Years Census Error
- Unallocated DSG brought forward from 2011/12

viii) **DSG Reserves - £2m**

There are a number of DSG related balances that are being held as earmarked reserves at 31<sup>st</sup> March 2013. These are:

- **The cost of automatic meter readers** **£415,000**  
The use of this reserve will be reviewed following the deferment of this scheme.
- **JE and harmonisation reserve.** **£668,000**  
A number of appeals have been settled.  
The final phase of Job Evaluation has still to be implemented.
- **Schools Contingency** **£194,000**  
A reserve to meet any significant unforeseen costs in excess of the budget provision.

- **City Learning Centres** **£115,000**  
This is an uncommitted balance which will be used to meet any potential unfunded summer term costs or large equipment failure / replacement costs.
  
- **Unallocated DSG** **£472,000**  
This is the net underspend on the schools budget of £672,000 adjusted for the council funded PPM of £200,000.
  
- **AST Reserve** **£136,000**  
The use of this reserve to support the salary safeguarding of ASTs was agreed at the last meeting.

## **RECOMMENDATIONS**

That the Forum note the report.

Julia Hassall  
Director of Children's Services

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## Schools Budget and Outturn 2012-13

	2012-13 Budget £	Outturn £	2012-13 Variance £
<b>Schools</b>			
Primary Schools	91,613,500	91,613,302	-198
Secondary Schools	55,024,800	44,999,940	-10,024,860
Special Schools	16,250,600	16,250,543	-57
Early Years	10,174,600	9,979,504	-195,096
	<b>173,063,500</b>	<b>162,843,288</b>	<b>-10,220,212</b>
<b>Non Delegated School Costs</b>			
Milk & Meals	224,000	210,312	-13,688
Carbon Reduction	260,300	220,876	-39,424
Minority Ethnic Achievement Service	286,400	261,864	-24,536
Advanced Skills Teachers	317,100	323,625	6,525
Statements	4,857,100	4,473,524	-383,576
Support For SEN	2,421,000	2,148,549	-272,451
Education Out Of School	248,600	248,805	205
Wirral Alternative Schools Programme	1,053,400	1,043,541	-9,859
Other Local Education Authority	134,900	-108,860	-243,760
Early Years	523,100	473,340	-49,760
Independent Special School Fees	2,945,600	2,868,116	-77,484
Library Service	209,700	202,727	-6,973
Licences & Subscriptions	54,700	58,822	4,122
Insurances	65,400	41,664	-23,736
Admissions	456,000	390,766	-65,234
School Specific Contingencies	698,800	709,383	10,583
Special Staff Costs	769,400	847,305	77,905
Schools Forum	10,600	0	-10,600
Miscellaneous	139,100	78,960	-60,140
Contributions to Combined Budgets	1,193,100	1,098,100	-95,000
School Intervention	674,500	649,931	-24,569
City Learning Centres	814,700	814,700	0
Capital Expenditure From Revenue	2,945,100	2,658,457	-286,643
	<b>21,302,600</b>	<b>19,714,508</b>	<b>-1,588,092</b>
<b>Dedicated School Grant</b>	<b>-191,621,000</b>	<b>-180,484,914</b>	<b>11,136,086</b>
<b>Net Expenditure</b>	<b>2,745,100</b>	<b>2,072,882</b>	<b>-672,218</b>

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## WIRRAL COUNCIL

WIRRAL SCHOOLS FORUM 3<sup>rd</sup> JULY 2013

### REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES

School Balances as at 31<sup>st</sup> March 2013

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#### EXECUTIVE SUMMARY

This report advises the Forum of school balances as at 31<sup>st</sup> March 2013, together with a number of DfE indicators to assure overall financial management in Local Authority (LA) maintained schools.

#### 1. School Balances

School balances have increased to £11.9m at 31<sup>st</sup> March 2013. This represents a year on year increase of £1.8m (18.5%) when Academies, who converted during the financial year, are excluded.

	<b>2011/12 Balances</b>	<b>2012/13 Balances</b>	<b>Increase</b>
Nursery	£334,601	£374,902	£40,301
Primary	£5,764,859	£6,279,430	£514,571
Secondary	£2,346,247	£3,475,461	£1,129,214
Special	£1,623,242	£1,806,936	£183,694
<b>Total</b>	<b>£10,068,949</b>	<b>£11,936,729</b>	<b>£1,867,780</b>
Academy Schools	£1,698,664		
<b>Total</b>	<b>£11,767,613</b>		

The average school balance for a primary is £69,771 compared to £64,054 in 2011-12. Secondary schools' average balance has increased from £335,178 to £496,494. this reflects the continuing caution in school spending decisions.

#### 2. Deficit Budgets

There were 4 primary schools in deficit as at 31<sup>st</sup> March 2013, with an average deficit of £34,698, 3.4% of their budget.

There is 1 school that has requested a licensed deficit in this financial year.

#### 3. Balances over 5 or 8%

In April 2011 the Forum agreed to withdraw a balance mechanism that deducted excess balances from schools. The table below is for information at this time. It identifies the total amount of balances that are above these previous thresholds.

	<b>No. of Schools</b>	<b>Total &gt; 5or 8%</b>
Primary	32	£1,277,545
Secondary	5	£1,906,543
Special	9	£587,230
<b>Total</b>	<b>46</b>	<b>£3,771,318</b>

This amount accounts for over 30% of the total school balances. However, most schools in setting their budgets over a 3 year period expect funds to be fully committed, although these plans could be examined in more detail.

#### **4. DfE Guidance**

The Department for Education issued a paper 'Improving the Assurance System for Financial Management in Local Authority Maintained Schools'. This included a requirement to identify and report on the following:-

1. **A DSG overspend of 2% or more** - Wirral has not overspent its DSG allocation
2. **A DSG underspend of 5% or more** - The DSG underspend reported elsewhere on this agenda is 0.2% of DSG.
3. **2.5% of schools have a deficit of 2.5% or more for 4 years** – Wirral have no schools that meet this criterion, there are only 2 primary schools that exceed this threshold in 2012-13.
4. **5% of schools have had a surplus of 15% or more for 5 years** - Wirral would need to have 6 schools with balances continuously more than 15% for 5 years to meet this criterion. Wirral has no schools in this category. Whilst, there are 16 schools that have balances of 15% or more as at 31<sup>st</sup> March 2013, only one has had a balance of 15% or more for the last 4 years.
5. **% of Schools Financial Value Standards (SFVS) questionnaires returned** - 100% of schools have returned completed questionnaires.

#### **RECOMMENDATIONS**

1. The Forum notes the report.

**Julia Hassall**  
**Director of Children's Services**

## WIRRAL COUNCIL

### WIRRAL SCHOOLS FORUM – JULY 2013

#### REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES

#### ELEMENT THREE 'TOP UP' FUNDING FOR STUDENTS WITH HIGH NEEDS (SEN)

#### EXECUTIVE SUMMARY

This report presents a number of proposals for consultation about element three or 'Top Up' funding for students with special educational needs (SEN) that have been developed by the Forum's SEN Finance Steering Group.

#### Contents

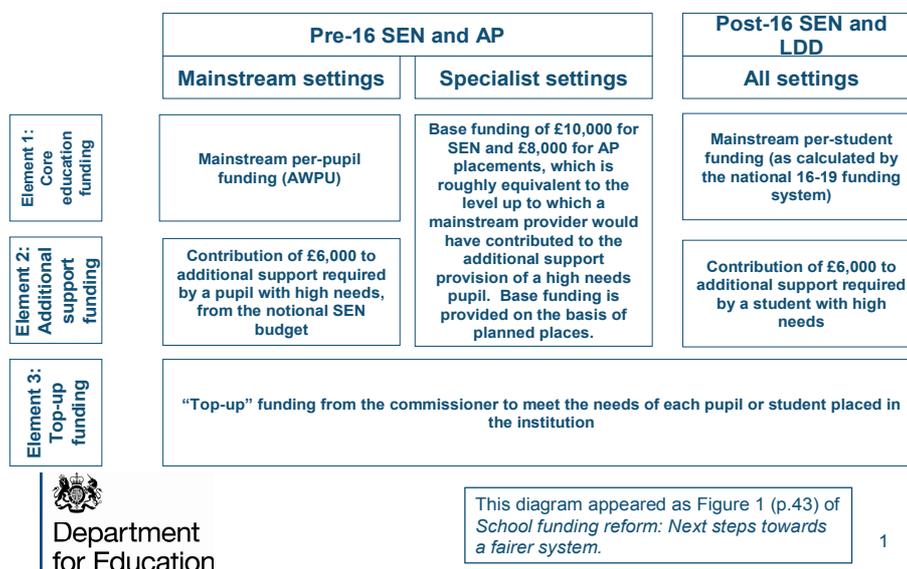
After an outline of the background and rationale the report and funding proposals are set out by sectors; special schools, resourced provision bases in mainstream, alternative provision, mainstream settings, and further education. Each section proposes funding, arrangements for funding, and then any other changes in that sector. From paragraph nine the report outlines general proposals.

#### 1. Background.

- 1.1 This new system and its concepts and terminology were the subject of a detailed report to Forum and consequent consultation in July 2012 with updates on progress made since. One of the key features of the new system is a transparent and comparable funding methodology for students with high needs and high costs whatever the educating institution they attend.
- 1.2 Funding reform complements reforms to national SEN and Disability framework that has been subject of an Green Paper "Support and Aspiration: A new approach to special educational needs and disability" and consequent proposed legislative changes in the proposed Children and Families bill with the SEN aspects scheduled to come into effect in September 2014 with a new SEN Code of Practice.
- 1.3 Funding for students with statements or similar arrangements will be composed of three elements. Element one is core funding, element two is a delegated amount available in the institutions budget and element three is a locally determined top up.
- 1.4 For pupils attending specialist SEN provision and alternative provision elements one and two are paid by the Education Funding Agency on the basis of a planned number and equivalent to elements one and two already

available to mainstream provision. The base cost of place in specialist SEN provision is set nationally at £10,000 per place and in alternative provision at £8,000 a place. The diagram below from the DfE outlines the national funding methodology.

## Overview: Reform of high needs funding



1.5 The proposals are the work of the Forum's SEN Finance Steering Group on a banded approach, recommended by the government, to element three top ups for:

- Students attending Specialist SEN provision: Wirral's 11 special schools, and 20 resourced provisions in 14 mainstream schools, and students attending independent non-maintained special schools and independent schools;
- Students in mainstream schools with element three costs; specialist SEN funding arrangements and /or statements of SEN;
- Students in post 16 provision with element three costs; Further Education Colleges, Sixth Forms and Independent Specialist Providers (ISP);
- Students attending alternative provision; two primary behaviour bases and Wirral's Alternative Schools Programme (WASP - KS3/4 Pupil Referral Unit - short stay school)

1.6 The financial year April 2013 – 2014 is a transitional year with some protections before the new system comes into full effect in April 2014. The consultation proposals in this report are intended to come into effect in April 2014. The Steering Group propose that because of the scale and complexity of the proposals that the consultation period will run until October half-term

2013 and that a special meeting of the Forum will be convened to consider the responses to consultation.

Q 1 Are you agreeable to the timescale and arrangements for consultation?

## **2. Rationale for Element Three Banding Proposals**

2.1 The Forum's SEN Finance Group has developed these proposals, particularly the banded approach for specialist SEN provision, in consultation with providers over a number of months. Major issues identified in consultation with specialist SEN providers and the authority was the need for any banded approach to:

- ensure stability of budgets by minimising as much as possible any disturbance to current levels of funding;
- take account of possible fluctuations to funding because of part year occupancy of places and the interest of the authority to have places available;
- not be simplistic and be on three bands as the illustrative model last year modelled;
- recognise the growing needs of a population with social communication needs with relatively stronger funding than has been the case to date;
- recognise the resource intensive nature of making provision for those with the most profound and multiple difficulties.

2.2 As the bands must also honour existing commitments, and without additional funding, there was limited scope to redistribute monies for pupils already in the system.

2.3 The Steering Group recognise that because of the scale of the changes proposed that any changes are for the two year period April 2014-16 and are kept under review with a report to Schools Forum during 2015. This should also be consistent with reviewing cycle proposed by the Education Funding Agency of place numbers in specialist and alternative provision and allows the Authority time to develop its strategy for the new SEN landscape.

Q 2 Are you in agreement to this developmental and staged approach to change? Have you any comments?

### 3. Element Three Banding and Special Schools

3.1 Table One below shows the proposals for Element Three Top Ups for Wirral Maintained Special Schools and Appendix A models the budgets for Wirral Special Schools if the proposal is accepted.

Table One

Top Up	Staffing Average	Cognition and Learning	Communication and Interaction	Behaviour, Emotional and Social	Physical, Medical and Sensory
<b>Band One</b> (≈ £1,000)	1:10/12 + TA	Hayfield, Clare Mount, Orrets Meadow			
<b>Band Two</b> (≈ £6,000)	1:8 +1.5 TA		Hayfield, Clare Mount, Orrets Meadow	Gilbrook	
<b>Band Three</b> (≈ £7,000)	1:6 + 2TAs	Stanley, Elleray, Lyndale, Foxfield, Meadowside			
<b>Band Four</b> (≈ £8,000)	1:6 +2TAs + medical support	Stanley, Elleray, Lyndale, Foxfield, Meadowside		Kilgarth, Observatory	
<b>Band Five</b> (≈ £16,000+)	1:6 + 2TAs + medical support	Stanley, Elleray, Lyndale, Foxfield, Meadowside	Stanley, Elleray, Lyndale, Foxfield, Meadowside		Stanley, Elleray, Lyndale, Foxfield, Meadowside

Out of Borough Provision for all types of Needs	Independent non-maintained schools and independent schools.
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Q 3 Do you think the proposed 5 five band model for maintained special schools is acceptable? Have you any comments or alternative suggestions?

3.2 The Steering Group propose that element three funding will be paid termly unless otherwise agreed between the school and the Authority. Modelling of budgets for special schools based on occupancy rates indicated that students arriving after the autumn term census may create instability for schools (Gilbrook, Kilgarth, The Observatory and Orrets Meadow) most affected by in-year transfers and the Steering Group propose this could be ameliorated by adjustment to the value of the Top Up so that Top Ups for pupils arriving in the spring or summer term is double the autumn Top up. The death of a pupil from terminal or deteriorating conditions may cause some instability of funding

the Steering Group propose it is ameliorated by not removing funding until the end of the academic year.

Q 4 Are you in agreement with termly payments of top ups and the adjustments described ? What are your views?

- 3.3 All special schools receive inclusion funding, the cost of one teacher, to promote the inclusion of their students into mainstream settings. Kilgarth Special School has funding for two teachers to provide an outreach service. Gilbrook Special School also has funding agreements with the Forum to provide an Outreach Service (£150,000) and a sixth day exclusion facility (£60,000). Clare Mount Specialist Sports College also has additional funding of £179,340 to provide sports outreach. In constructing the budgets for special schools the Steering Group decided not to review inclusion funding at this time and propose it remains in the High Needs Block and should be subject to a later review. The Steering Group propose funding for Clare Mount is reduced by one third from April 2014.

Q 5 Do you agree that inclusion money is subject to a later review?

Q 6 Are you in agreement that Clare Mount's sports outreach funding is reduced one-third in April 2014?

- 3.4 Elleray Park Special School has been increasing in numbers over recent years and the increase in occupancy over place number has only partially been met by 'trigger' funding arrangements in the past and by Top Up funding only this year. The Steering Group propose increasing its place number with the Education Funding Agency from 80 to 90 with effect from September 2014.

Q 7 Are you agreeable to increasing place numbers at Elleray Park from 80 to 90?

- 3.5 Orrets Meadow School currently has 66 places for pupils with statements of specific learning difficulties, historically six of which have been funded at a higher level. In recent years numbers attending the school have fallen and the surplus places used by a pilot to admit pupils for one year. Meanwhile the demand of places for children with social communication difficulties has increased and such places in primary resourced provision and at Hayfield are full and occasionally non-maintained provision has been used. It is proposed to fund a further 10 places at a higher rate, at band 2, to meet the changes in demand. The additional funding required will be £50,000. This funding could be made available by a pro-rata reduction in the amount available for all top-ups (e.g. all top-ups reduced by £37), or reduction in inclusion money (e.g. from £33,407 per special school to £29,241), or from contingency, or from a combination of them.

Q 8 Are you agreeable to band 2 places being made available at Orrets Meadow? What are your views about resourcing this amount?

- 3.6 Current budget arrangements for Hayfield school are based on 80 MLD places and 40 Social Communication Difficulties (SCD) places. Changes in demand over recent years led the authority asking the school to increase SCD places to 56 and reduce the numbers of MLD pupils whilst keeping an overall budget based on 120. These arrangements balanced the budget. To sustain the changes in of numbers in different bands we propose 56 band two places and 64 band 1 places. The net cost of these arrangements is an overall increase of £80,000 if all places were full. The funding could be made available by a pro-rata reduction available for all top ups (e.g. all top ups reduced by £61, a reduction inclusion money (from £33,407 per special school to £26,741) or from contingency, or from a combination of them.

Q 9 Are you agreeable to altering the band one and two numbers for Hayfield? What are your views about resourcing this amount?

#### 4. **Element Three Funding and SEN Resourced Base Provision in Mainstream**

- 4.1 Table Two shows the proposals Element Three Top Ups for Resourced Provision in Mainstream Settings and Appendix B models the budgets for Resourced Provision if the proposals are accepted.

Table Two

Top Up	Staffing Average	Cognition and Learning	Communication and Interaction	Behaviour, Emotional and Social	Physical, Medical and Sensory
<b>Band One</b> (£0)		Bids ton Village, New Brighton, Hilbert, Bebington High, Older Shaw, Wallasey, UAB	New Brighton, Priory, Devonshire Park		
<b>Band Two</b> (≈ £5,000)			Eastway, Fender, Devonshire, Park, Woodslee.		
<b>Band Three</b> (≈ £6,000)					
<b>Band Four</b> (≈ £7,000)			Hilbre, Woodchurch High		
<b>Band Five</b> (≈£10,000+)					Townfield

- 4.2 The Steering Group propose that funding bands in mainstream schools are £1,000 less than the equivalent band in special school because mainstream schools have a lump sum and other formula factors within their budgets which special schools do not.

Q 10 Do you think the 5 band model appropriate for Resourced Provision in mainstream schools? What are your views?

- 4.3 It is proposed that payments are made on a termly basis to resourced base provision.

Q 11 Are you agreement to this proposal? Have you comments to make?

- 4.4 Students currently attending Speech and Language Bases do so without a statement of SEN, that attendance is in some cases part-time and that the home school transfers the part of the AWPU. There has been some confusion about these arrangements. The Steering Group propose that students attending these bases do so full-time with statements and AWPU transfer ceases.

Q 12 What are your views about these proposals for students attending Speech and Language bases? Have you any comments you wish to make?

- 4.5 The number of students attending the University Academy of Birkenhead Resourced Provision has fallen. In September there will be 24 pupils attending this year with no entrants in year seven and no transfers to other year groups throughout last year. It is proposed that we consult with schools about reducing the place number in this provision from 40 to 20 from September 2014 and review its future over the next twelve months.

Q13 What are your views about reducing the place number at the Resourced Provision at UAB from 40 to 20 from September 2014 and reviewing its future?

- 4.6 The total numbers of students attending secondary resource bases for moderate learning difficulties (Hilbre, Oldershaw, Bebington and Wallasey) has now reached a total of 85. The increases in numbers were the subject of an agreement that increased funding by five places when schools went one over multiples of five pupils starting at 15 (i.e. the sixteenth triggered funding for twenty and the 21<sup>st</sup> pupil triggered funding for twenty-five, etc). It is proposed that no further increases are made for Hilbre, Bebington and Wallasey, and Oldershaw.

Q14 Are you agreeable to the place numbers now being capped at Hilbre, Bebington, Oldershaw and Wallasey?

- 4.7 The number of pupils attending the Resourced Provision Hearing Base at Townfield Primary School has fallen. On the advice of the Head of Sensory Service it is proposed to reduce the number of places from 12 to 10.

Q15 Are you agreeable to changing the number of places at Townfield Hearing Base from 12 to 10 ?

## 5. Developing the Banding Approach for SEN Provision

- 5.1 One consequence of developing the bands to address the issues set out in paragraph 2.1 is that on face validity the bands for specialist provision do not demonstrate an obvious logic and show a tight clustering of bands two, three and four. Modelling of different amounts of money in each band produced much more significant variance than has been achieved by the bands proposed here.
- 5.2 The bands present an opportunity for their development that is based on major types of needs and the provision to match them rather than by medical diagnoses. Appendix C shows how the bands may be developed to provide a matrix to assist a matching of needs and provision with funding. Of course no criteria can be prescriptive in every individual case. But it may allow a future banded approach to be one that eventually populates bands by pupils rather than the names of institutions. There are far reaching implications of this approach.

Q 16 What are your views about developing the bands that focus on needs and provision? We propose a working group is set up to consider developing the banding approach and its implications? Are you in agreement?

## 6. Element Three Funding and Alternative Provision

- 6.1 Table Three below shows the proposals for Element Three Top Ups for Alternative Provision.

Table Three

Provision	Staffing Average	Cognition and Learning	Communication and Interaction	Behaviour, Emotional and Social	Physical, Medical and Sensory
Riverside, St Michaels				AWPU Transfer	
WASP				AWPU Transfer + payment	
Hospital School					

- 6.2 It is proposed that the AWPU is used as top up payment and that a full year AWPU is transferred for Riverside, St Michael's and WASP. A national review of the funding for hospital schools is underway.

Q 17 What are your views about using a full year AWPU as top up payment for a pupil attending ST Michael's, Riverside, and WASP alternative provisions? Are you in agreement with the proposal?

## **7. Element Three Funding in Mainstream Schools**

7.1 Additional funding has been delegated to ensure that element two funding (the old 5 units) is equivalent to the national average figure of £6,000. The Steering Group propose that funding agreements and statements for student attending mainstream settings will be on the basis of individually assigned pupil units that will be described as element three top up with the number of financial units specified. (The current value of one unit of element three top is £1,090).

Q 18 Are you in agreement with this proposal to fund agreements and statement in mainstream schools on the basis of a number of monetary units of additional support?

7.2 An analysis of the notional SEN budgets delegated to mainstream settings shows that in a very small number of primary and secondary schools their existing commitment to statements and funding agreements exceeds their notional delegated SEN budget. The Steering Group propose that additional funding is made to a school where its contribution to element two exceeds 90% of its notional delegated SEN budget. The estimated cost is £140,000

Q 19 What are your views about additional funding for schools in these circumstances? Are you agreeable for the funding to be made from the High Needs Block?

7.3 Academies and maintained schools operate with different financial arrangements and it is proposed that these revised funding arrangements do so likewise and that element three funding will be paid from the beginning of the financial year for maintained schools and from the beginning of the academic year for Academies.

Q 20 What are your views about these arrangements? Do you agree with the proposal?

## **8. Element Three Funding Post 16 in Further Education, Sixth Form College and Independent Specialist Provision**

- 8.1 Currently, FE Colleges are allocated funding by the Education Funding Agency (EFA) for Additional Learning Support (ALS). This is based on the average cost of the previous year's overall support costs. ALS is any activity that provides direct support for learning to individual learners, over and above that which is normally provided in a standard learning programme that leads to their learning goal. In the new SEN funding system support funding will be provided by the Local Authority for additional support above £6,000.
- 8.2. In 2013/14 the Local Authority has asked providers, where Wirral residents will be attending, to calculate the amount of learners who will have costs above £6,000. Providers have then assessed the amount of 1:1 staff support and the hours required to calculate an ALS figure. A maximum contract value has then been calculated and providers will be asked to work within this allocation.
- 8.3 Overall numbers of Wirral learners accessing Independent Specialist Provision (ISP) have reduced on a yearly basis from 18 2 years ago to a predicted number of 10 in 2013/14. For continuity we will continue to apply the current Education Funding Agency (EFA) support bands and contact hour ranges for learners accessing an ISP. There is work being undertaken nationally to further define the criteria to be used in future years.
- 8.4 For Further Education, next year, we will consider a banded approach based on the Appendix D.

Q 21 What do you think about developing the illustrative banded approach shown in Appendix D, using time as the basis for the support, to be implemented in September 2014?

## **9. Recoupment**

- 9.1 Recoupment of SEN monies between Local Authorities for students with statements of SEN (unless they are Looked After) ceases under the funding reforms and any educating institution is expected to recoup its top up funding. Recoupment has never been extensive for Wirral because of our geography.

The Steering Group propose that the Authority continues to recoup monies for all Wirral schools and academies up to April 2014 and that beyond that, either a) schools and academies make their own arrangements or, b) the Authority recoups monies and levies a charge to schools.

Q 22 Which proposal do you favour? Do you have any other suggestions?

## 10. Sensory Service

- 10.1 Wirral's Sensory Service meets the needs of pupils with hearing and vision difficulties at all stages of the current SEN code of Practice. It has been successful in developing inclusive approaches for these populations and few attend specialist provision or require statements.
- 10.2 Currently the service is funded by a top slice of the DSG and individual needs are met by the service without mainstream schools using their delegated budgets to fund element two (the five units or £6,000). This arrangement differs from those arrangements for meeting other needs, e.g. Health Care Plans, Funding Agreements and Statements of SEN. It is proposed that the service model of delivery and funding is reviewed to consider whether current arrangements remain, or that future arrangements should be consistent with arrangements for meeting other low incidence -high needs.

Q 23 Should funding and delivery of the Sensory Service be reviewed over the next 6 months?

## 11. Assessment Arrangements

- 11.1 Wirral's current SEN Handbook that describes and outlines current assessment arrangements was published in 2003. A new set of assessment arrangements are needed to usher in the SEN Funding Reforms. They must also prepare the way for the SEN Framework Reforms that are scheduled to come into effect in September 2014 but until then the assessment arrangements must be consistent with SEN Code of Practice (2001) and the SEN provisions in the Education Act '96.
- 11.2 Arrangements are being drafted called "Assessment Framework for High Needs Special Educational Needs Pupils and Students 2013-2014" to be implemented in September 2013 and serve to pilot the transition to the Funding Reforms and expected national SEN framework reforms. The framework will ensure that Wirral has procedures to assess the needs of all

students with high needs from 0-25 for the academic year 2013-2014 and gives guidance for all parties to understand the process for assessing and funding high needs pupils. It will be monitored and reviewed to take account of any policy changes and be the subject of revision over 12 months. It is much shorter than its predecessor, more generic and draws together changes that have occurred over recent years and hopefully will not impose unnecessary bureaucracy upon institutions.

## **12. Future Funding**

12.1 Funding for high needs is making up an increasing proportion of the DSG and is higher than the national average. In paragraph 3.5 and 3.6 we introduced questions about resourcing funding changes. By presenting them we are drawing to your attention the cost of meeting rising demand for more expensive specialist provision and the need for a local sufficiency plan to be developed that sustains high needs spending appropriate to the funding available. Future funding must seriously consider recycling money already existing in the high needs block. This means trying to educate more pupils in local provision and have fewer pupils educated out of the borough. It means reducing the numbers of pupils in the lower funded bands and for them to be educated in mainstream schools. We propose that:

- the SEN Forum Finance Group extends its current remit to develop funding bands and also considers changes in places and demand with any future proposals for increases in top up funding to start from the assumption that the block is fixed and that options for change must include options that recycle money;
- Service Level Agreements are developed with Resourced Base Provision, and for any outreach services that are commissioned by the Forum, to ensure consistency of provision and services and quality assurance arrangements;
- future commissioning intentions are the subject of a longer-term vision and sufficiency plan being developed by the Families and Wellbeing Directorate.

Q 24 What are your views about the proposals? Do have any other suggestions?
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**Recommendation.**

That the Schools Forum consults on the proposals in this report and arrange a meeting of the Forum in October/November 2013 to consider the responses.

**Julia Hassall****Director of Children's Services**

**Special Schools Top Ups (all full)**

**APPENDIX A**

School	Places	Top up Band £		Place funding £	Top Up £	Inclusion £	Total £	2013-14 £	Variation £
Kilgarth	50	8,000	4	500,000	400,000	94,036	994,036	960,445	33,591
Observatory	50	8,000	4	500,000	400,000	33,470	933,470	947,705	-14,235
Gilbrook	55	7,000	3	550,000	385,000	243,048	1,178,048	1,128,855	49,193
Hayfield	64	1,000	1	640,000	64,000				
	56	6,000	2	560,000	336,000				
	120			1,200,000	400,000	33,470	1,633,470	1,583,148	50,322
Claremount	156	1,000	1	1,560,000	156,000				
	38	6,000	2	380,000	228,000				
	194			1,940,000	384,000	153,030	2,477,030	2,469,031	7,999
Orrets	50	1,000	1	500,000	50,000				
	16	6,000	2	160,000	96,000				
	66			660,000	146,000	33,470	839,470	774,542	64,928
Meadowside	60	7,000	3	600,000	420,000				
	5	8,000	4	50,000	40,000				
	10	16,000	5	100,000	160,000				
	75			750,000	620,000	33,470	1,403,470	1,340,404	63,066
Foxfield	110	7,000	3	1,100,000	770,000				
	5	8,000	4	50,000	40,000				
	10	16,000	5	100,000	160,000				
	125			1,250,000	970,000	33,470	2,253,470	2,304,554	-51,084
Elleray	9	8,000	4	90,000	72,000				
	4	16,000	5	40,000	64,000				
	77	7,000	3	770,000	539,000				
	90			900,000	675,000	33,470	1,608,470	1,518,777	89,693
Lyndale	5	8,000	4	50,000	40,000				
	16	16,000	5	160,000	256,000				
	4	7,000	3	40,000	28,000				
	25			400,000	324,000	33,470	757,470	761,733	-4,263
Stanley	90	7,000	3	900,000	630,000	33,470	1,563,470	1,571,391	-7,921
<b>Total</b>	<b>924</b>			<b>9,390,000</b>	<b>5,238,000</b>	<b>724,404</b>	<b>15,641,874</b>	<b>15,360,585</b>	<b>281,289</b>

**Special Schools Top Ups (Using Termly numbers)**

**APPENDIX A**

School	Pupils			Annual Top Up £	Top up per term £	Band	Place funding £	Top Up			Inclusion £	Total £	2013-14 £	Variation £
	Summer	Autumn	Spring					Summer £	Autumn £	Spring £				
Kilgarth	44	46	50	8,000	2,667	4	500,000	117,348	122,682	133,350	94,036	967,416	960,445	6,971
Observatory	47	43	42	8,000	2,667	4	500,000	125,349	114,681	112,014	33,470	885,514	947,705	-62,191
Gilbrook	55	43	43	7,000	2,333	3	550,000	128,315	100,319	100,319	243,048	1,122,001	1,128,855	-6,854
Hayfield	57	53	54	1,000	333	1	800,000	18,981	17,649	17,982				
	56	52	54	6,000	2,000	2	400,000	112,000	104,000	108,000				
	113	105	108				1,200,000	130,981	121,649	125,982	33,470	1,612,082	1,583,148	28,934
Claremount	147	146	146	1,000	333	1	1,560,000	48,951	48,618	48,618				
	38	38	38	6,000	2,000	2	380,000	76,000	76,000	76,000				
	185	184	184				1,940,000	124,951	124,618	124,618	153,030	2,467,217	2,469,031	-1,814
Orrets	61	45	47	1,000	333	1	500,000	20,313	14,985	15,651				
	16	16	16	6,000	2,000	2	160,000	32,000	32,000	32,000				
	77	61	63				660,000	52,313	46,985	47,651	33,470	840,419	774,542	65,877
Meadowside	64	59	58	7,000	2,333	3	600,000	149,312	137,647	135,314				
	5	5	5	8,000	2,667	4	50,000	13,335	13,335	13,335				
	11	10	9	16,000	5,333	5	100,000	58,663	53,330	47,997				
	80	74	72				750,000	221,310	204,312	196,646	33,470	1,405,738	1,340,404	65,334
Foxfield	100	108	110	7,000	2,333	3	1,180,000	233,300	251,964	256,630				
	5	5	5	8,000	2,667	4	50,000	13,335	13,335	13,335				
	9	10	10	16,000	5,333	5	100,000	47,997	53,330	53,330				
	114	123	125				1,330,000	294,632	318,629	323,295	33,470	2,300,026	2,304,554	-4,528
Elleray	9	9	9	8,000	2,667	4	90,000	24,003	24,003	24,003				
	4	4	4	16,000	5,333	5	40,000	21,332	21,332	21,332				
	76	75	78	7,000	2,333	3	770,000	177,308	174,975	181,974				
	89	88	91				900,000	222,643	220,310	227,309	33,470	1,603,732	1,518,777	84,955
Lyndale	5	5	5	8,000	2,667	4	50,000	13,335	13,335	13,335				
	18	15	17	16,000	5,333	5	160,000	95,994	79,995	90,661				
	4	4	4	7,000	2,333	3	40,000	9,332	9,332	9,332				
	27	24	26				400,000	118,661	102,662	113,328	33,470	768,121	761,733	6,388
Stanley	90	87	91	7,000	2,333	3	900,000	209,970	202,971	212,303	33,470	1,558,714	1,571,391	-12,677
<b>Total</b>	<b>905</b>	<b>862</b>	<b>879</b>				<b>9,470,000</b>	<b>1,714,473</b>	<b>1,647,818</b>	<b>1,684,815</b>	<b>724,404</b>	<b>15,530,980</b>	<b>15,360,585</b>	<b>170,395</b>

## Resourced Base Provision (all places full)

	Places	Top up band	Amount £	Place Funding £	Top Up £	Total £	2013-14 £	APPENDIX B Variation £
<b>Primary</b>								
Bidston Village CoFE (Controlled) Primary School	24	1	Nil	240,000	0	240,000	240,000 (excludes AWPU)	0
Devonshire Park Primary School	16	2	5,000	160,000	80,000	240,000		
	<u>10</u>	1	Nil	<u>100,000</u>	<u>0</u>	<u>100,000</u>		
	26			260,000	80,000	340,000	296,669 (excludes AWPU)	43,331
Eastway Primary School	16	2	5,000	160,000	80,000	240,000	194,914	45,086
Fender Primary School	16	2	5,000	160,000	80,000	240,000	208,188	31,812
New Brighton Primary School	22	1	Nil	220,000	0	220,000	220,000 (excludes AWPU)	0
The Priory Parish CoFE Primary School	10	1	Nil	100,000	0	100,000	100,000 (excludes AWPU)	0
Woodslee Primary School	8	2	5,000	80,000	40,000	120,000	107,792	12,208
Townfield (Hearing)	12		10,000	120,000	120,000	240,000	230,900	9,100
<b>Secondary</b>								
Woodchurch High School Engineering College	15	4	7,000	150,000	105,000	255,000	373,666	-118,666
Hilbre High School	10	1	Nil	100,000	0	100,000		
	<u>5</u>	2	5,000	<u>50,000</u>	<u>25,000</u>	<u>75,000</u>		
	15			150,000	25,000	175,000	168,644	6,356
Bebington High Sports College	25	1	Nil	250,000	0	250,000	292,516	-42,516
Wallasey School	30	1	Nil	300,000	0	300,000	347,683	-47,683
UAB	40	1	Nil	400,000	0	400,000	484,985	-84,985
Oldershaw	20	1	Nil	200,000	0	200,000	207,285	-7,285
	<b>279</b>			<b>2,790,000</b>	<b>530,000</b>	<b>3,320,000</b>	<b>3,473,242</b>	<b>-153,242</b>
<b>Alternative Provision</b>								
St Michael and All Angels	8	2	5,000	64,000	40,000	104,000	88,709 (excludes AWPU)	15,291
Riverside Primary School	8	2	5,000	64,000	40,000	104,000	86,918 (excludes AWPU)	17,082
WASP	80	2	6,000	640,000	480,000	1,120,000	1,037,600 (excludes AWPU)	82,400
	<b>375</b>			<b>3,558,000</b>	<b>1,090,000</b>	<b>4,648,000</b>	<b>4,686,469</b>	<b>-38,469</b>

**Resourced Base Provision (using pupil numbers and termly top ups)**
**APPENDIX B**

	Pupils		Annual	Top Up		Places	Top up band	Amount	Place	Funding	Summer	Top Up	Spring	Total	2013-14	Variation
	Summer	Autumn	Top Up	per Term				£	£	£	£	£	£	£	£	£
<b>Primary</b>																
Bidston Village CofE	23	23	23	Nil		24	1	Nil	240,000	0	0	0	240,000	240,000 (excludes AWPU)	0	
Devonshire Park	17	18	17	5,000	1,667	16	2	5,000	160,000	28,333	30,000	28,333	246,667			
	10	10	10	Nil		10	1	Nil	100,000	0	0	0	100,000			
						26			260,000	28,333	30,000	28,333	346,667	296,669 (excludes AWPU)	49,998	
Eastway Primary School	15	15	15	5,000	1,667	16	2	5,000	160,000	25,000	25,000	25,000	235,000	194,914	40,086	
Fender Primary School	17	17	17	5,000	1,667	16	2	5,000	160,000	28,333	28,333	28,333	245,000	208,188	36,812	
New Brighton Primary	21	21	21	Nil		22	1	Nil	220,000	0	0	0	220,000	220,000 (excludes AWPU)	0	
The Priory Parish CofE	10	10	10	Nil		10	1	Nil	100,000	0	0	0	100,000	100,000 (excludes AWPU)	0	
Woodslee Primary	9	9	9	5,000	1,667	8	2	5,000	80,000	15,000	15,000	15,000	125,000	107,792	17,208	
Townfield (Hearing)	9	7	9	10,000	3,333	12		10,000	120,000	30,000	23,333	30,000	203,333	230,900	-27,567	
<b>Secondary</b>																
Woodchurch High	15	15	15	7,000	2,333	15	4	7,000	150,000	35,000	35,000	35,000	255,000	373,666	-118,666	
Hilbre High School	10	8	10	Nil		10	1	Nil	100,000	0	0	0	100,000			
	5	5	5	5,000	1,667	5	2	5,000	50,000	8,333	8,333	8,333	75,000			
						15			150,000	8,333	8,333	8,333	175,000	168,644	6,356	
Bebington High Sports	24	24	24	Nil		25	1	Nil	250,000	0	0	0	250,000	292,516	-42,516	
Wallasey School	29	28	29	Nil		30	1	Nil	300,000	0	0	0	300,000	347,683	-47,683	
UAB	24	29	24	Nil		40	1	Nil	400,000	0	0	0	400,000	484,985	-84,985	
Oldershaw	13	14	13	Nil		20	1	Nil	200,000	0	0	0	200,000	207,285	-7,285	
						<b>279</b>			<b>2,790,000</b>				<b>3,295,000</b>	<b>3,473,242</b>	<b>-178,242</b>	
<b>Alternative Provision</b>																
St Michael and All	8	8	8	5,000	1,667	8	2	5,000	64,000	13,333	13,333	13,333	104,000	88,709 (excludes AWPU)	15,291	
Riverside Primary	7	8	8	5,000	1,667	8	2	5,000	64,000	11,667	13,333	13,333	102,333	86,918 (excludes AWPU)	15,415	
WASP	80	48	64	6,000	2,000	80	2	6,000	640,000	160,000	96,000	128,000	1,024,000	1,037,600 (excludes AWPU)	-13,600	
						<b>375</b>			<b>3,558,000</b>				<b>4,525,333</b>	<b>4,686,469</b>	<b>-161,136</b>	

Top Up	Staffing Average	Cognition and Learning	Communication and Interaction	Behaviour, Emotional and Social	Physical, Medical and Sensory
Band One		<p>Differentiated curriculum/tasks and resources in small groups or smaller classes.</p> <p>Staff to support access to curriculum or personal development in one or more areas.</p> <p>Assistance with recording.</p>	<p>Support to facilitate effective interactions, communication, attention and concentration skills.</p> <p>Occasional SLT input</p> <p>Specific/ targeted and visual strategies to enhance communication throughout the day.</p>	<p>Support to develop a range of personal adaptive skills in learning, working with others, emotional regulation, independent learning.</p> <p>Supervision may be needed at unstructured times.</p> <p>Positive handling plan in place</p>	<p>Health related programmes implemented</p> <p>Strategies to support fine and gross motor skills.</p> <p>Guidance with self-help and independent skills.</p>
Band Two		<p>Differentiated curriculum/tasks and resources in small groups or smaller classes.</p> <p>Staff to support access to curriculum or personal development in one or more areas.</p> <p>Assistance with recording.</p>	<p>Access to communication support to facilitate effective interactions, communication, attention and concentration skills through a specified programme.</p> <p>Occasional/frequent SLT input</p> <p>Specific/ targeted and visual strategies to enhance communication throughout the day.</p>	<p>Additional support to implement crisis management plan.</p> <p>Targeted, individual support available for some of the day as a due to challenging/high risk behaviour.</p> <p>Support at unstructured times.</p>	<p>Health related programmes implemented</p> <p>Strategies to maintain support fine and gross motor skills.</p> <p>Guidance and assistance with self-help and independent skills.</p>
Band Three		<p>Individualised curriculum provided throughout the day.</p> <p>Staff to support access to curriculum or personal development in two or more areas for part of the day.</p> <p>Assistance with and alternative recording/ for most curriculum areas.</p>	<p>Access to communication support to facilitate effective interactions, communication, attention and concentration skills through a specified programme.</p> <p>Occasional/frequent SLT input</p> <p>Specific/ targeted and visual strategies to enhance communication throughout the day.</p>	<p>Additional support to implement crisis management plan.</p> <p>Targeted, individual support available for some of the day as a due to challenging/high risk behaviour.</p> <p>Support at unstructured times.</p>	<p>Health related programmes implemented</p> <p>Strategies to maintain support fine and gross motor skills.</p> <p>Guidance and assistance with self-help and independent skills.</p>

Band Four	<p>Identified staffing to support access to access to the curriculum or personal development throughout the day.</p> <p>Staff to support access to curriculum or personal development in three +areas for most of the day.</p> <p>Assistance with and alternative recording for most curriculum areas.</p>	<p>Access to communication support through a specified programme covering 3+ areas to facilitate interaction, communication attention and concentration, and emotional regulation of anxiety, throughout the day.</p> <p>Regular SLT/specialist input.</p> <p>Tactile curriculum/Braille for part of the day.</p>	<p>Targeted, individual support available for most of the day as a result of challenging/high risk behaviour that may be subject of a risk assessment.</p> <p>Support at unstructured times.</p> <p>Wide ranging needs with challenging behaviour (reckless and aggressive) and/or associated communication difficulties frequently impacting on learning, health, safety and well being of self/others.</p>	<p>Health programmes implemented e.g. medication, mobility, moving and handling plans.</p> <p>Additional support in small specialist teaching group.</p> <p>Multi sensory delivery of the curriculum</p>	
Band Five	<p>Individualised curriculum provided throughout the day.</p> <p>Identified staffing to support access to the curriculum or personal development throughout the day.</p> <p>May need 2:1 support for most of the day.</p>	<p>Access to communication support through a specified programme covering 3+ areas to facilitate interaction, communication attention and concentration, and emotional regulation of anxiety, throughout the day.</p> <p>Regular SLT/specialist input.</p> <p>Tactile curriculum/Braille for all the day.</p>	<p>Targeted, individual support available for all the day as a result of risk assessment e.g . due to challenging/high risk behaviour.</p> <p>Complex wide ranging needs with challenging behaviour (reckless and aggressive) and/or associated communication difficulties frequently impacting on learning, health, safety and well being of self/others.</p> <p>May need more than 2:1 occasionally.</p>	<p>Health programmes implemented e.g. medication, tube-feeding, mobility, moving and handling, etc. requiring 2:1 support for complex/degenerating medical conditions.</p> <p>Additional support in small specialist teaching group.</p> <p>Multi-disciplinary support for personal care for all the day.</p>	

## Appendix D Illustrative Banding Approach for FE

	<b>Band 1</b>	<b>Band 2</b>	<b>Band 3</b>	<b>Band 4</b>
	<b>Universal/Mild</b>	<b>Moderate</b>	<b>Moderate/Severe</b>	<b>Severe</b>
<b>Cognition and Learning</b>	Education Institution resources Up to 16 hours	E1&2 = 16 hrs E3 = up to 10 hrs Total – up to 26hrs	E1&2 = 16 hrs E3 = up to 15 hrs Total – up to 31hrs	E1&2 = 16 hrs E3 = up to 19 hrs Total – up to 35hrs
<b>Communication and Interaction</b>	Education Institution resources Up to 16 hours	E1&2 = 16 hrs E3 = up to 10 hrs Total – up to 26hrs	E1&2 = 16 hrs E3 = up to 15 hrs Total – up to 31hrs	E1&2 = 16 hrs E3 = up to 19 hrs Total – up to 35hrs
<b>Behaviour, Emotional and Social Difficulties</b>	Education Institution resources Up to 16 hours	E1&2 = 16 hrs E3 = up to 10 hrs Total – up to 26hrs	E1&2 = 16 hrs E3 = up to 15 hrs Total – up to 31hrs	E1&2 = 16 hrs E3 = up to 19 hrs + Total – up to 35hrs +
<b>Physical / Sensory</b>	Education Institution resources Up to 16 hours	E1&2 = 16 hrs E3 = up to 10 hrs Total – up to 26hrs	E1&2 = 16 hrs E3 = up to 15 hrs Total – up to 31hrs	E1&2 = 16 hrs E3 = up to 19 hrs + Total – up to 35hrs +
<b>Medical</b>		E1&2 = 16 hrs E3 = up to 10 hrs Total – up to 26hrs	E1&2 = 16 hrs E3 = up to 15 hrs Total – up to 31hrs	E1&2 = 16 hrs E3 = up to 19 hrs + Total – up to 35hrs +

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## WIRRAL COUNCIL

### WIRRAL SCHOOLS FORUM - 3rd JULY 2013

#### REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES

#### NURSERY SCHOOL FUNDING

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##### EXECUTIVE SUMMARY

This report provides details of the review of the Early Years Single Funding Formula (EYSFF) for three and four year olds for 2014-15 and addresses an indicative shortfall in the funding of maintained nursery schools.

##### BACKGROUND

The Early Years working group have met during the year to consider a number of areas. These include:

- the increase in 2 year old funding received
- the statutory entitlement for 2 year olds from September 2013 and capacity building
- options for additional revenue and capital funding
- DFE proposals for the EYSFF
- a review of standard costings for providers
- nursery school funding proposals.

In 2013-14 there is an Early Years budget of £13,454,000

This represents funding for:

2 year olds	£3,222,000
Nursery Schools	£1,058,000
Nursery Classes	£3,013,000
PVIs	£6,161,000

All providers are paid through the single funding formula

The EYSFF was introduced in April 2011, and operates using a common base rate of £3.20 per hour for all providers, together with a series of supplements and lump sum payments. The formula is used to fund all early years provision in Private Voluntary and Independent providers, Nursery Classes and Nursery Schools.

At the time of introduction maintained nursery schools were given protection to assist in the transition to the new formula since this delivered significantly less funding in this area. Maintained nursery schools were initially protected at 90% of their funding level in 2010-11, moving to 85% and then 80% over three years. It was agreed at the Schools Forum that the reduction from 85% to 80% would not be implemented in the last year (2013-14) and that nursery schools would remain protected at 85%.

The formula has also contained a capping mechanism, whereby additional funding payable to other early years providers was limited or 'capped' in order to fund the nursery school protection costs. The value of the cap in 2013-14 is £110,000. It is intended in 2014-15 that the EYSFF will be fully operational with no capping.

When this happens the indicative resources for the 3 nursery schools will reduce:

Ganneys Meadow by £116,000

Leasowe by £75,000

Brentwood by £40,000

## **LOCAL REVIEW AND CHANGES PROPOSED**

Officers from the local authority and headteachers and governors from the three maintained nursery schools met recently to discuss the formula arrangements for 2014-15 and the means available to address budget shortfalls.

Nursery schools have additional costs compared to other providers. These include the requirement for a headteacher and generally higher wage bills as a result of qualified teaching staff and local government pay and conditions. Difficulties are also presented as a result of each school having surplus places at the start of each school year, ranging from 30 to 60%.

It was acknowledged that significant progress had been made in restructuring provision and reducing costs. However it was also agreed that the current base rate and supplements would not be a viable option for this provision, resulting in an annual shortfall at each school of between £30,000 and £80,000.

Modelling has begun to construct a formula that would help to fund maintained nursery schools at around their current funding level. Discussions regarding future budget costs and future intake have taken place. Whilst the proposal is not sufficient to cover all costs and meet all needs it does provide greater stability and the opportunity for schools to generate additional income from 2 year old funding or from increased pupil numbers.

The changes would require a separate base rate and a new lump sum of £100,000. These are illustrated in appendix 1. The indications are that this model would cost in the region of an additional £120,000.

In 2012-13 there was an overall underspend within the Early Years budget for 3 and 4 year olds of £200,000. The changes agreed to date (to extend protection at 85%) and these proposals for nursery schools would fully commit this budget.

## **NATIONAL REVIEW AND CHANGES PROPOSED**

The DfE are proposing changes to the EYSFF in 2014-15 to simplify the current system, One of the proposed changes will be to restrict the number of bands being used in all supplements to two only. Wirral currently uses bands as follows:

Base Rate	1
Deprivation	3
Flexibility	2
Quality	1

This would indicate that a change is required to deprivation banding. Discussions will continue with the Early Years Working Group once the result of the consultation is published along with the DfE's proposals.

## **RECOMMENDATION**

The Forum notes the report and agrees to consult with schools and early years providers regarding changes to the EYSFF.

Keeping base rate at £3.20	Estimated 2013/14 hrs	Base Rate	Deprivation	Quality	Flexibility	Hourly Rate	Hourly Rate Allocation	Lump Sum	SEN Places	Total Allocation	Allocated 13/14	Difference
Brentwood Nursery	24,270	£ 3.20	£ 0.23	£ 0.16	£ 0.18	£ 3.77	£ 91,498	£ 100,000	£ 4,298	£ 195,796	£237,229	£-41,433
Leasowe Early Years Centre	40,650	£ 3.20	£ 0.23	£ 0.16	£ 0.36	£ 3.95	£ 160,568	£ 100,000	£ 9,006	£ 269,574	£345,041	£-75,467
Ganneys Meadow Early Years Centre	62,203	£ 3.20	£ 0.23	£ 0.16	£ 0.36	£ 3.95	£ 245,700	£ 100,000	£ 13,509	£ 359,209	£476,105	£-116,897

Applying average base rate of £5.00	Estimated 2013/14 hrs	Base Rate	Deprivation	Quality	Flexibility	Hourly Rate	Hourly Rate Allocation	Lump Sum	SEN Places	Total Allocation	Allocated 13/14	Difference
Brentwood Nursery	24,270	£ 5.00	£ 0.23	£ 0.16	£ 0.18	£ 5.57	£ 135,184	£ 100,000	£ 6,350	£ 241,534	£237,229	£4,305
Leasowe Early Years Centre	40,650	£ 5.00	£ 0.23	£ 0.16	£ 0.36	£ 5.75	£ 233,738	£ 100,000	£ 13,110	£ 346,848	£345,041	£1,807
Ganneys Meadow Early Years Centre	62,203	£ 5.00	£ 0.23	£ 0.16	£ 0.36	£ 5.75	£ 357,664	£ 100,000	£ 19,665	£ 477,329	£476,105	£1,224

**NOTES**

Estimated 2013/14 hours are based on 2012/13 actual hours and are subject to change.

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## WIRRAL COUNCIL

### WIRRAL SCHOOLS FORUM - 3rd JULY 2013

#### REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES

#### DfE AND LOCAL FUNDING PROPOSALS

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### 1. EXECUTIVE SUMMARY

This report provides details of DfE and local proposals for changes to the Schools Funding Formula 2014-15.

### 2. BACKGROUND

As part of the move towards a national funding formula, the DfE have reviewed the changes to the School Funding Formula in 2013-14 and introduced a number of minor changes to 2014-15. Alongside this, there are also a number of local amendments that are proposed and will be subject to consultation with all schools over the summer.

### 3. DfE AND LOCAL FUNDING PROPOSALS

#### 3.1 Pupil Led Funding

The DfE are moving towards a more pupil-led funding formula, where a greater proportion of school funding is allocated on a per-pupil basis. As a result, they have proposed a minimum of 80% of delegated schools funding is allocated through an appropriate and locally determined combination of the pupil-led factors – Age Weighted Pupil Unit (AWPU), deprivation, prior attainment, looked after children (LAC) and English as an additional language (EAL). In 2013-14, Wirral allocated 93% of funding through pupil-led factors.

They have also set a minimum amount for AWPU of £2,000 for the primary sector and £3,000 for the secondary sector. Wirral allocated £2,729 per primary child and £3,892 per secondary child in 2013-14.

Taking account of this no change is proposed in this area.

#### 3.2 Deprivation

The DfE have not proposed any changes to the deprivation element of the funding formula. Wirral will continue to fund deprivation based on free school meals and the six IDACI bands.

In total £20.5m is allocated through this element (11% of total funding).

#### 3.3 Prior Attainment – Low cost, high incidence special education needs (LCHI SEN)

The measure for the LHCI SEN will still use the Early Years Foundation Stage Profile (EYFSP) as the main indicator for prior attainment for primary aged pupils. Under the old EYFSP, any child who did not achieve 78 points will attract funding. The new EYFSP was introduced in 2012-13 and any child who did not achieve a good level of development will also qualify for funding.

Currently, secondary aged children qualify for funding if they do not achieve a level 4 in English and maths and this identifies approximately 10% of pupils. However, part of the DfE review found that only 20% of pupils who achieved a level 4 in English or maths went on to achieve 5+ A\*-C GCSEs in English and Maths. In light of this, the DfE have changed the indicator to target children who do not achieve a level 4 in English or maths.

In 2013-14, Wirral allocated funding to 1,436 children who did not achieve a level 4 in English and maths. Using the new indicator, it is estimated that a further 2,300 secondary children would be identified; a total of 3,736 children would attract funding. This may have the effect of widening the distribution of SEN funding to schools.

In total £8.3m is allocated through this element (5% of total funding).

### **3.4 English as an additional language (EAL)**

The DfE has made no changes to the EAL element, allowing local authorities to continue to identify EAL children based on 1, 2 or 3 years in the school system. In 2013-14, Wirral allocated funding to EAL children who were in the system for one year. However, the Minority Ethnic Achievement Service (MEAS) are working with EAL children across all years, regardless of the amount of years they have been in school. In view to bring funding in line with current practice, it is proposed to change the allocation of funding from 1 year to 3 years. 227 EAL children were identified in 2013-14 with the 3 year indicator, this would identify an additional 359 EAL pupils. Using 2012 data this element would be allocated over 99 rather than 73 schools and would reduce the funding from £773 to £301 per primary pupil and £1,348 to £521 per secondary pupil.

In total £283,000 is allocated through this element (0.2% of total funding).

### **3.5 Mobility**

The DfE have permitted this optional factor in order to support schools with high levels of pupil mobility.

The DfE have proposed a change to this element. Funding can only be allocated to schools that have a mobility rate of 10% or higher. This is to ensure that funding goes to schools where mobility and associated costs is a significant issue. Mobility is not currently an element within Wirral's formula and the need for this has only been previously queried by one or two schools. If introduced 16 out of 90 primary schools would qualify for this element. No secondary schools passed the 10% threshold.

Schools that qualify are also those schools that receive higher levels of deprivation funding as shown below (the average is £555 per pupil).

School Name	Mobility Primary Proportion 2013-14	Total Deprivation Funding 2013-14 £	Deprivation Funding per pupil £
Riverside Primary School	15%	254,047	1,366
Manor Primary School	14%	92,043	1,096
Bidston Village CE Controlled Primary School	14%	286,859	1,221
Rock Ferry Primary School	13%	255,020	1,067
St Joseph's RC Primary School	13%	265,712	1,186
Woodlands Primary School	13%	307,661	1,076
Cathcart Street Primary School	13%	242,144	1,450
Portland Primary School	12%	229,997	1,345
St Michael & All Angels School	12%	188,099	965
St Anne's Cath Primary School	11%	172,763	900
Egremont Primary School	11%	328,384	1,053
Kingsway Primary School	11%	89,393	1,208
Well Lane Primary School	11%	228,260	1,359
Park Primary School	11%	238,225	637
Christ Church CE Primary School	10%	242,922	1,265
Lingham Primary School	10%	160,278	631

In 2013-14, 62 out of 152 local authorities used the mobility element, with an average allocation of £355 per primary pupil. Using the same average allocation and 2013-14 dataset, this would amount to £24,205 being awarded for the mobility element. Riverside, the school with the highest level of mobility, would receive an allocation of £3,300. This is a minor sum compared to the levels of deprivation funding they currently receive.

This change is not recommended

### 3.6 Looked After Children

For 2013-14, local authorities were given the option to choose one of three measures for this factor, identifying children who have been looked after for one day or more, six months or more, or 12 months or more. Wirral selected 6 months or more to tie in with the calculation of Pupil Premium, which follows the same methodology. However, national evidence shows that children who have been looked after for one day are equally as likely to under-perform at KS4, as those who are looked after for 12 months or more and may have equally challenging backgrounds.

As a result, the DfE will require all local authorities to use a single one day or more measure to allocate LAC funding. For the funding formula 2013-14, Wirral identified 390 pupils using the six months or more indicator. Using the new indicator on the same dataset would identify a further 31 children – a total of 421.

## North West Schools Block Funding Analysis 2013-14 - Looked After Children

Code	LA	Factor	Amount per pupil £	Number of pupils	LOOKED AFTER CHILDREN TOTAL £	Looked after Children Proportion of Funding
355	Salford	LAC_X_Mar11	2,340	222	518,977	0.41%
341	Liverpool	LAC_X_Mar11	2,165	374	810,661	0.32%
876	Halton	LAC_X_Mar11	1,517	104	157,081	0.20%
888	Lancashire	LAC_6_Mar11	1,500	611	916,178	0.14%
359	Wigan	LAC_X_Mar11	1,263	274	345,496	0.18%
877	Warrington	LAC_X_Mar11	1,063	52	55,292	0.05%
343	Sefton	LAC_X_Mar11	1,000	225	225,429	0.14%
353	Oldham	LAC_6_Mar11	990	185	183,428	0.11%
357	Tameside	LAC_6_Mar11	832	203	169,305	0.12%
354	Rochdale	LAC_6_Mar11	679	210	142,680	0.10%
344	Wirral	LAC_6_Mar11	576	390	224,354	0.12%
889	Blackburn with Darwen	LAC_X_Mar11	500	163	81,600	0.08%
356	Stockport	LAC_6_Mar11	400	160	63,945	0.04%
340	Knowsley	LAC_X_Mar11	346	114	39,524	0.05%
909	Cumbria	LAC_X_Mar11	302	331	100,000	0.04%
890	Blackpool	LAC_X_Mar11	300	180	54,060	0.07%
350	Bolton	LAC_6_Mar11	300	270	81,114	0.04%
895	Cheshire East	LAC_X_Mar11	250	236	59,009	0.03%
351	Bury	Not Applicable	0	0	0	0.00%
896	Cheshire West and Chester	Not Applicable	0	0	0	0.00%
352	Manchester	Not Applicable	0	0	0	0.00%
342	St. Helens	Not Applicable	0	0	0	0.00%
358	Trafford	Not Applicable	0	0	0	0.00%

It was noted at the previous Schools Forum meeting that the amount awarded per looked after child in Wirral was not as high as other local authorities nationally. Above is a table of other North West authorities and a breakdown of the amount awarded per pupil and number of pupils. Out of 23 local authorities, 18 chose to use the looked after child element, 5 chose not to. Wirral ranks as the 11<sup>th</sup> highest in the amount awarded per pupil. Wirral's rate was set to provide funding for teachers attending review meetings.

Of those authorities not choosing to use the LAC element, St Helens indicated that they never previously used a LAC indicator in their formula and have no plans to do so in the future. Manchester, with a LAC population of 1,310 pupils and a LAC per 10,000 rate of 226 pupils, felt that as looked after children were already being funded through the Pupil Premium grant, that additional resources were not required.

On Wirral if the LAC rate within the formula was increased, this would redistribute resources and could provide additional funding to some schools to target to LAC in addition to the Pupil Premium. For example the rate could be doubled to £1,152, however this would cost an additional £250,000.

With schools settlements being "flat cash" this sum would need to be identified (and top sliced) from other formula elements

### 3.7 Sparsity

For 2014-15, the DfE have introduced a sparsity factor to help avoid small rural schools becoming unviable. As this factor is directed at local authorities with rural schools, it is not proposed to consult on this element.

### **3.8 Lump Sum**

For 2014-15, along with a maximum lump sum cap of £175,000 (reduced from £200,000), the DfE have also allowed local authorities to differentiate the lump sum by primary and secondary phase.

It is proposed that the local formula will continue to allocate the lump sum figure of £100,000 to both primary and secondary sector schools.

### **3.9 Delegation of free school milk**

Currently for primary schools, the delegated amount for free school milk of £148,600 is based on 60% free school meals and 40% AWPU. In 2014-15, it is proposed delegation will be solely based on free school meals, since this will better reflect the cost incurred for free school milk.

## **RECOMMENDATION**

1. The views of the Forum are sought prior to a consultation with schools over the summer
2. A report on the outcome and recommendations are brought to a later meeting.

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## WIRRAL COUNCIL

WIRRAL SCHOOLS FORUM July 3<sup>rd</sup> 2013

### REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES

#### Wirral School Traded Services

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#### 1. EXECUTIVE SUMMARY

- 1.1. Wirral Council currently runs a range of traded services with its schools that generates around 8 million pounds of income. Whilst there are some consistencies of approach across the current traded services there are many variables within promotion, pricing, product, processes and costs together with opportunities for greater efficiencies.
- 1.2. Therefore this paper seeks to update Wirral Schools Forum on developments so far and seeks through a series of recommendations to move towards a more coherent and consistent LA traded services for schools under single governance arrangements made up of school and council representatives and single operational leads during 2013/14.
- 1.3. This unified approach would then allow for further business models and legal structures to be considered and consulted on, including arms-length organisations, with possible implementation in 2014/15.

#### 2. BACKGROUND

- 2.1 Wirral Council currently runs a range of traded services with its schools that includes, Facilities Management; Financial Support; Grounds Maintenance; Human Resources; Information Technology Support; Schools Library Service; Metro Catering Service; Metro Caretaking & Cleaning Support Service; Payroll & Human Resources Administration Services; Risk Management & Insurance Services; and Wirral Community Patrol.
- 2.2 In addition to these services, Education Quality (EQ) is an umbrella framework for the school improvement traded services. EQ has been developed by Wirral's Children and Young People's Department in joint partnership with its schools over the last 3 years. 94% of its schools, including all academies, bought back into the service for Year 1 and a similar buyback has been achieved for 2012/13 and 2013/14. EQ is radically different and more comprehensive than anything Wirral, or indeed many of its local authority neighbours, have done as a traded service for its schools. The EQ Standard Package encompasses support for professionals and volunteers in schools through a range of services.
- 2.3 There was a clear steer by the Cabinet of the Council, reflecting a major consultation it had done with stakeholders during the summer and autumn of 2010 on budget reduction priority areas, to ensure that amongst other aims:
  - we should continue to provide support and sell services to schools cost effectively and efficiently in order to make best use of schools delegated budgets and reduce central expenditure.
- 2.4 Therefore within the framework of the Wirral Children and Young People's Plan 2013-16 and the priority of "*To ensure that there is appropriate support and challenge to educational settings.*", the Wirral Children's Trust resolved to:

- Review, redesign and market traded services for schools.
- Manage school traded services cost effectively and efficiently.

2.5 EQ is strategically governed by an EQ Management Board, made up of Headteachers, a governor and LA staff, and has discussed and agreed, amongst others, the following in the last twelve months:

- 2.5.1 The vision for EQ
- 2.5.2 The overall EQ budget including a summary annual budget statement shared with all EQ schools
- 2.5.3 The overall EQ offer including the pricing structure
- 2.5.4 Quality assurance programme
- 2.5.5 Complaints procedure
- 2.5.6 Common charging policy

2.6 The other traded services has a consultant group of Headteachers.

2.7 For the traded services (other than EQ), a three-year offer was put out to schools in 2011 bringing the traded services together under a common format and approach and agreement has been reached to extend this offer for one more year.

2.8 A joint meeting of the two Headteacher groups with responsibility for traded services took place in April. They discussed and agreed to a series of recommendations made that were similar to those agreed in principle in April by Wirral Council's Chief Executive Strategy Group (CESG).

2.9 The recommendations have also been taken to Secondary Headteachers, Primary Headteachers and Governors and the feedback has been very positive from schools on the proposed ways forward.

2.10 The first recommendation from the CESG/Headteacher reports stated that:

*In principle to manage school traded services cost effectively and efficiently across the LA under the Assistant Chief Executive / Head of Universal & Council Infrastructure Services utilising existing council frameworks from 2013/14 and to include all current school traded services.*

2.10.1 Therefore the main focus has been developing a business plan under the leadership of David Armstrong. This is now ready to go to the Headteacher Management Group for initial approval on July 1<sup>st</sup> 2013 and aspects of it have been shared with Council service managers.

2.10.2 The post of Senior Manager (School Traded Services) under David Armstrong has been agreed as part of the management restructure and that post is now taken up by Stuart Bellerby.

2.10.3 This does not necessarily mean that all school traded services would be directly line managed through the Assistant Chief Executive / Head of Universal & Council Infrastructure Services.

2.11 The second and third recommendations stated that:

*The current traded service budgets and staffing are reviewed taking account of the income generated. All traded service budgets for 2013/14 are reviewed in agreement with Corporate Finance and the relevant Departmental leads. Appropriate service charges for the overheads of a coordinated traded service are developed.*

2.11.1 A series of meetings with service managers is to be established to review the budgets relating to school traded services. The main purpose is to collate information pertaining to school traded services against school income and provide some support for additional income generation. We have an aggregated summary of income from schools relating to school traded services (See Appendix 1), but some services outside of CYPD have previously been reluctant to share their budget and spending plans.

2.11.2 Service charges have been suggested and are awaiting ratification from CESG.

2.12 The fourth recommendation stated that:

*Any proposed or new traded services from Wirral Council are considered to come under the new traded services organisation and follow similar principles as the current traded services.*

2.12.1 Five new services have taken this approach and these are:

- 2.12.1.1 Occupational Health for schools
- 2.12.1.2 Wirral Council's One to One Coaching Service
- 2.12.1.3 e-Learning Provision
- 2.12.1.4 Wirral Educational Psychology Service
- 2.12.1.5 Information Management Data Service

2.13 The fifth recommendation stated that:

*The new traded services organisation considers new business opportunities and legal structures and reports back to a future meeting.*

2.13.1 The considered view is that this recommendation cannot be acted on unless the other four recommendations are developed.

2.13.2 No decisions on this have been taken and suggestions for possible ways forward are:

- 2.13.2.1 Take no action and maintain the status quo
- 2.13.2.2 Manage school traded services cost effectively and efficiently across the LA under the Assistant Chief Executive / Head of Universal & Council Infrastructure Services utilising existing council frameworks
- 2.13.2.3 Withdraw from traded services activity and leave schools to manage their own processes
- 2.13.2.4 Operate traded services and/or school improvement through a jointly managed organisation working with other neighboring local authorities
- 2.13.2.5 Work in partnership with a private provider at LA or LTP level
- 2.13.2.6 Create an arms-length full cost recovery traded service

2.13.3 These are considered in more detail in the business plan shared with the Headteacher Management Group.

2.13.4 As noted in 2.10, 2.13.2.2 has already been agreed by the Headteacher Management Group and CESG.

### **3. RECOMMENDATIONS**

3.1 That Wirral Schools Forum notes the report.

3.2 That Wirral Schools Forum endorses the recommendations agreed by the Headteacher Management Group and CESG.

**Julia Hassall**  
**Director of Children's Services**

## Appendix 1 – Wirral School Traded Services 2013/14 summary

	Wirral Community Patrol	IT	Software Support	Grounds Maintenance	Financial Support	Facilities Management	Cash to Bank	Library Service	Caretaking and Cleaning	EQ	Payroll	Catering	Risk/Ins	HR A & G	TOTAL
<b>Total number</b>	121	127	122	30	113	121	105	41	97	118	116	80	110	120	
<b>Total buy back</b>	94%	98%	95%	23%	88%	94%	81%	32%	75%	91%	90%	62%	85%	93%	71.8%
<b>Total income</b>	£386,205	£895,723	£345,593	£99,606	£360,034	£401,416	£77,819	£32,636	£66,972	£973,000	£622,526	£2,616,620	£737,682	£393,943	£8,009,775
<b>Primary number</b>	92	93	93	23	93	93	87	93	80	85	92	68	91	92	
<b>Primary buy back</b>	99%	100%	100%	25%	100%	100%	94%	100%	86%	91%	99%	73%	98%	99%	84.2%
<b>Primary income</b>	£280,382	£505,892	£212,985	£53,166	£302,804	£286,825	£64,415	£15,999	£55,341	£758,950	£381,047	£2,318,025	£543,928	£239,558	£6,019,318
<b>Primary proportion of income</b>	72.6%	56.5%	61.6%	53.4%	84.1%	71.5%	82.8%	49.0%	82.6%	78.0%	61.2%	88.6%	73.7%	60.8%	75.1%
<b>Secondary number</b>	16	18	16	3	5	16	9	21	4	21	12	0	6	13	
<b>Secondary buy back</b>	73%	82%	73%	14%	23%	73%	41%	95%	18%	95%	55%	0%	27%	59%	48.5%
<b>Secondary income</b>	£66,258	£263,312	£107,365	£33,653	£8,080	£77,289	£6,702	£16,386	£2,408	£130,650	£181,625	£0	£110,948	£111,945	£1,116,622
<b>Secondary proportion of income</b>	17.2%	29.4%	31.1%	33.8%	2.2%	19.3%	8.6%	50.2%	3.6%	13.4%	29.2%	0.0%	15.0%	28.4%	13.9%
<b>Special number</b>	13	13	13	4	13	12	9	14	13	12	12	13	13	13	
<b>Special buy back</b>	100%	100%	100%	31%	100%	92%	69%	108%	100%	92%	92%	100%	100%	100%	85.6%
<b>Special income</b>	£39,565	£113,334	£25,243	£12,787	£46,397	£37,302	£6,702	£251	£9,222	£83,400	£59,854	£298,595	£82,806	£41,467	£856,926
<b>Special proportion of income</b>	10.2%	12.7%	7.3%	12.8%	12.9%	9.3%	8.6%	0.8%	13.8%	8.6%	9.6%	11.4%	11.2%	10.5%	10.7%
<b>Other number (CLCs)</b>	0	3	0	0	2	0	0	3	0	0	0	0	0	3	
<b>Other buy back</b>	0%	100%	0%	0%	67%	0%	0%	100%	0%	0%	0%	0%	0%	100%	24.4%
<b>Other income</b>	£0	£13,185	£0	£0	£2,752	£0	£0	£0	£0	£0	£0	£0	£0	£973	£16,910
<b>Other proportion of income</b>	0.0%	1.5%	0.0%	0.0%	0.8%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.2%	0.2%

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## WIRRAL COUNCIL

### WIRRAL SCHOOLS FORUM 3<sup>rd</sup> July 2013

#### Review of the Wirral City Learning Centres – Summer 2013.

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#### **EXECUTIVE SUMMARY**

It was resolved at the Schools Forum meeting held on 10 April 2013 that a review should be undertaken into the use of the Wirral City Learning Centres (CLC).

**Appendix 1** briefly describes what a CLC is and the key services they provide to Wirral schools.

**Appendix 2** identifies some questions that should be considered before decisions are made regarding CLCs.

Appendix 1 and Appendix 2 have formed part of previous reports written for Schools Forum.

#### **Key Issues / Background**

Wirral's 3 CLCs are funded through a Combined Budget in 2013-14 - Schools Budget £814,700 and Children and Young People's Budget £116,900. The schools budget makes provision for the running costs of the CLC's, whilst the Council's budget contribution meets the additional PFI contract costs over and above the PFI costs funded from the West Wirral Works (WWW) and The Learning Lighthouse (TLL) budgets. This budget remains in place for the Financial Year 2013-14. At this stage of the consultation the PFI costs for West Wirral Works and the premises costs for The Discovery Centre have been excluded. If a school was to take on the use of a CLC, then the funding formula could be adjusted to enable them access to the appropriate funding for PFI. It is considered to be prudent at this stage to exclude this section of funding.

Although as part of the consultation on schools funding there was support for the continued provision of CLC's going forward, particularly in the Primary sector, mainstream Secondary School Headteachers have expressed concern that their sector do not get value for money from the CLCs. Recently they have indicated that they would prefer to have their portion of the budget delegated from 1<sup>st</sup> April 2014.

The Managers of the CLCs are finding it increasingly difficult to run the centres efficiently and effectively on the funding provided. In particular the absence of a capital budget is making ongoing repair and replacement of hardware and software very difficult. Furthermore, it is proving impossible to develop a strategy for investment in new and emerging equipment.

## Staff structure

Currently there are separate Governance, Management and Staffing structures for each CLC. Each CLC has their own Management Committee with a similar structure. The Committee is made up of the CLC manager(s) and representatives from schools, the community and the Local Authority. The Chair of the Management Committee is chosen from the group.

Each CLC has a Manager, staff who prepare and deliver workshops/training/outreach, technicians and administrative staff. The Manager role in the Learning Lighthouse is shared between 2 members of staff. The managers of each CLC also prepare and deliver workshops/training/outreach.

## Equipment replacement

A further complication has been identified by the Managers of the CLCs. The current funding for each individual CLC is insufficient to repair and, more importantly, replace the leading edge technology that the CLC were aimed to provide. Without a planned investment plan, what was once cutting edge and inspirational, is already becoming in need of repair and dated.

## Financial Implications

Currently the Local Authority has indicated that there is no intention to reduce their level of funding. **Any reduction in schools budget funding must be delegated to schools.**

The total portion of the combined budget that comes from the Dedicated Schools budget (£814,700) is divided equally between the 3 Centres (£271,500 each). Staffing and PFI/premises are the major costs. Table 1 below shows these costs.

**Table 1 – DSG income and costs for staffing and PFI/Premises**

	<b>West Wirral Works (WWW) (£)</b>	<b>Discovery (£)</b>	<b>The Learning Lighthouse (TLL)(£)</b>	<b>All CLCs (£)</b>
<b>Income (£)</b>	271,500	271,500	271,500	814,500
<b>Staff Costs (£)</b>	199,527	209,100	219,600	628,227
<b>Premises/PFI</b>	53,136	34,500	40,400	128,036
<b>Balance available to “run” the Centre(£)</b>	18,837	27,900	11,500	58,237

<b>Cost %</b>	<b>WWW (%)</b>	<b>Discovery (%)</b>	<b>TLL (%)</b>	<b>All CLCs (%)</b>
<b>Staff Costs</b>	73	77	81	77
<b>Premises/PFI</b>	20	13	15	16
<b>Total</b>	<b>93</b>	<b>90</b>	<b>96</b>	<b>93</b>
<b>Balance</b>	7	10	4	7

### **School usage**

The time span used for the review of usage is the Summer Term 2012, Autumn Term 2012 and Spring Term 2013.

CLCs keep records of usage by Primary, Secondary and Special schools.

For the time period specified:-

- All Primary Schools, except one, have used one or more of the CLCs.
- All Secondary Schools have used one or more of the CLCs.
- All Special Schools have used one or more of the CLCs.

The usage figures for each of the CLCs is shown below in Table 2:

**Table 2 - % Use from April 2012 – March 2013**

	<b>WWW (%)</b>	<b>Discovery (%)</b>	<b>TLL (%)</b>
<b>Primary Schools</b>	68	85	74
<b>Secondary Schools</b>	31	9	17
<b>Special Schools</b>	1	6	9

Table 3 shows the potential funding that could be delegated to the appropriate sector of schools when these percentages are applied to the budget for each of the CLCs. The PFI costs have been excluded from this calculation.

**Table 3 – Amount Delegated**

	<b>WWW (£)</b>	<b>Discovery (£)</b>	<b>TLL (£)</b>	<b>Total (£)</b>
Primary Schools	148,094	201,450	171,576	521,121
Secondary Schools	67,169	21,330	38,393	126,891
Special Schools	3,101	14,220	21,131	38,452
<b>Total £</b>	<b>218,364</b>	<b>237,000</b>	<b>231,100</b>	<b>686,464</b>

Table 4 shows the value per pupil this funding would generate for each of the 3 sectors based on the pupil population shown/.

**Table 4**

<b>Number of students</b>	<b>£ per student</b>
<b>Primary (24,000)</b>	23
<b>Secondary (18,000)</b>	7
<b>Special (980)</b>	43

## **Conclusion**

- Wirral CLCs are a valued resource, especially for the majority of Primary and Special Schools who do not have the individual size or purchasing power to provide the hardware, software and technological expertise required for their pupils to access appropriate levels of learning and progress.
- The flexibility that Primary Schools have for visiting the CLCs result in them visiting the resource more than other sectors.
- Secondary schools use the CLCs in a different, more remote way.
- The use of the CLCs is not uniform between the schools in each sector.
- The provision that is available from the CLC would not be replaced if they were closed down.
- Based on the current funding and organisational model, 3 CLCs are not sustainable. In order to maintain a high quality and sustainable service for all schools, Schools Forum are asked to consider a reduction in the number of CLCs with subsequent transfer of resources to the 2 remaining centres.

From Table 1 a reduction from 3 to 2 CLCs, whilst maintaining the current level of funding for 2 further years (2013/14 and 2014/15) will enable a phased Governance, Management and Staffing re-structure.

During this time (2013-2015) an agreed strategy to establish a sustainable resource and a robust system of evaluating the impact of the centres on improved educational outcomes can be devised and implemented and the level of funding can be monitored and evaluated to establish whether any further change is needed.

The reduction in costs that result from the reduction to 2 CLCs and a staffing re-structure would enable strategic investment in new equipment and repair/replacement of existing equipment. Table 5 shows potential annual funding based on a percentage reduction in staffing costs.

**Table 5** – potential annual funding available for strategic investment if current staffing costs are reduced.

<b>Current staffing costs (£)</b>	<b>5% reduction</b>	<b>10% reduction</b>	<b>15% reduction</b>	<b>20% reduction</b>
628,227	31,411	62,823	94,234	125,645

## **Consultation**

The Schools Group and Non-schools group are asked to consult and consider the contents of this report with their appropriate groups prior to decisions being made at the Schools Forum scheduled for 3 July 2013 on the following questions:

### **Question 1:**

- a. Should the Combined Budget for CLCs be reduced from April 2014?
- b. If the budget is to be reduced, then what level of reduction should be implemented?
- c. Once the level of budget reduction is determined, how should this funding be delegated to schools?

The recommendation is that the Combined Budget for CLCs should not be reduced. The benefit that Wirral pupils receive from having access to the CLCs is beneficial to all schools.

### **Question 2:**

- a. Should the number of CLCs be reduced?

The recommendation is that the number of CLCs should be reduced to 2. One of the CLCs should be closed and the building re-assigned for an alternative use. The activities and equipment that are provided by this CLC should be transferred to the remaining 2 Centres.

### **Question 3:**

- a. Should the Governance and Management Structure of the CLCs be changed?

The recommendation is that the structure should be changed. It is recommended that one Management Committee is established to oversee the Governance of the CLCs. Furthermore the staffing structure is changed and one staffing structure is established for both remaining CLCs with one budget being managed for both CLCs. The newly formed Management Committee will work with the Manager of Wirral CLCs to:

- devise and implement a strategy for their sustained use and development;
- devise and implement a strategy for evaluating the impact of CLCs on improving educational outcomes for Wirral children and young people.

The start date for this new structure will be 1 April 2014.

## Appendix 1

### WHAT IS A CITY LEARNING CENTRE

The three CLCs were established ten years ago to provide enhanced ICT based learning across the whole curriculum for pupils and teachers and to provide access to education for the wider community.

### WIRRAL CITY LEARNING CENTRES

There are 3 CLCs:

- **Discovery** based at Ridgeway High School
- **The Learning Lighthouse** based at Wallasey School
- **West Wirral Works** based at Hilbre High School

### Some of the key services CLCs provide:

- Wirral CLCs support the latest pedagogical thinking
- The services provide learning opportunities and equipment that are outside most schools budgets
- The services provide centrally available expertise
- Provision is made for teachers and students to try technology prior to purchase for their schools
- Wirral schools benefit from a wide range of imaginative, cross curricular workshops & specialist project support
- Users of Wirral CLCs benefit from extended schools support
- Centres for Continuing Professional Development (CPD) - learning from experience
- Enable innovation and research & development

The **Types of use provided to schools** are shown in the list below – schools use the CLCs in different ways. Visits to the CLCs for whole classes are used more often by Primary schools. Use of cutting edge technology to support individual projects and examination courses are used more by Secondary Schools.

- Supported session
- Unsupervised session
- Outreach for pupils (excluding training and advice)
- Outreach for staff (excluding training and advice)
- Training and advice on site at CLC
- Training and advice at school site
- Remote manufacture
- Equipment loan
- Equipment loan - “try before you buy” facility

## **Appendix 2**

### **Questions to consider when discussing the future of Wirral City Learning Centres (CLCs)**

#### **General questions to consider:**

- Is the development of skills in using a wide range of cutting edge technologies important to the young people of Wirral?
- Is the development of skills in using a wide range of cutting edge technologies important to the young people of your school?

#### **School Development/Improvement planning**

- Are the services provided by CLCs taken into consideration when school development/improvement plans are written?
- Are the services provided by CLCs taken into consideration when subject or curriculum area development/improvement plans are written?
- Secondary schools – do you know what experience your pupils have from using the CLCs at their primary schools?

#### **If the CLCs remain open:**

- If you feel you currently do not make effective use of the services, how do you plan to do so in the future?

#### **If the CLCs close:**

- Do you have the expertise and infrastructure to collaborate with other schools to provide opportunities for the pupils in your community to use and develop skills in using equipment of the same quality?
- How will you as a school keep up with cutting edge technological development and maintain the experience and development of skills in using these technologies if the CLCs close, especially under the current financial pressures?

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## WIRRAL COUNCIL

### WIRRAL SCHOOLS FORUM - 3<sup>rd</sup> July 2013

#### Funding High Needs Students aged 16-24 Update

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#### **EXECUTIVE SUMMARY**

The purpose of this report is to provide an update about funding high needs (SEN) students aged 16 -25 years. This follows a report to Forum in September 2012. That report drew attention to the proposed changes and also pointed out budgetary pressures.

#### **1. Background**

The Government announced new arrangements for funding educational provision for pupils and students with high needs. These arrangements were introduced in April 2013.

The details of this new approach were set out in the *School funding reform: Next steps towards a fairer system*, published on 26 March 2012 and in *School funding reform: Arrangements for 2013-14*, published on 27 June 2012. Each Local Authority will become responsible for managing the funding for education support for high needs students aged 0-25.

The Government has defined high needs students as pupils and students who need educational provision that costs more in total, including the basic provision given to all pupils and students, than **approximately** £10,000 per year. This threshold defines the level of need that the Government expects to be met through mainstream funding and those for whom additional funding is required. Pupils and students with high needs include those aged from birth to 19 with high-level special educational needs (SEN) and those aged 16-25 with high-level learning difficulties or disabilities (LDD) including those aged 19-25 who are subject to a learning difficulty assessment (LDA).

The Local Authority has been working closely with both local and national providers to forecast learner numbers for 2013/14. The Local Authority submitted initial forecast information to the Education Funding Agency in September 2012 and the overall HNS numbers came to 323. A final return was due on the 22<sup>nd</sup> February 2013 and the forecast then came to 331.

#### **2. Budgetary Position**

It is a complex change to move to a single common system from one under which high needs students in different settings have been funded and recorded via three separate mechanisms. As you will appreciate the money that will be distributed is finite and aims at least to maintain the same level of resources for the next financial year (2013-14) as was available for High Needs young people resident in our area last year

(2012-13). However, it continues to be a matter for us to manage any pressure across the whole of our budgets, using all the Dedicated Schools Grant (DSG) allocations at our disposal.

Based on the learner number data provided, the Local Authority has estimated the forecast spend for 2013/14 and this has then been compared to the allocation the Local Authority received from the Dedicated Schools grant. The table below illustrates this.

### Post 16 Top Ups for Further Education Colleges and Independent Service providers

	FE and ISP Budget	Aug 2013 – March 2014 (8 months – Estimate)	Aug 2013 – July 2014 (12 months – Estimate)	August – March Shortfall	For this
Wirral LA	£552,400	£579,064	£ 868,595	£26,664	

year, the Local Authority will have to supplement this allocation from other areas by £26,664, full year costs are likely to be higher.

As budgets will be very tight for the foreseeable future the Local Authority will be informing the Education Funding Agency about these pressures.

### 3. Managing the Post 16 allocation – 2013/14

Knowsley, Liverpool and Wirral have been working in partnership on a process for allocating funding in 2013/14. This includes new contract documents/arrangements for Post 16 providers and an allocation based on a maximum contract value (MCV). The MCV is based on the discussions we have had with Further Education/Independent Specialist providers. The Learn Together Partnership has also been informed about this. Providers will be asked to submit learner information to the Local Authority at the beginning of each term, this information will then be assessed by LA Officers and providers will then be paid before the end of term.

### 4. Future Proposals

For 2014/15 the Local Authority will be consulting with providers on an SEN handbook. This document ensures Wirral has:

- procedures to assess the needs of all students with high needs from 0-25 for the academic year 2014-15;
- guidance for all parties to understand the process for assessing and funding high needs, as guidance it is not designed to be prescriptive in every individual case.

## RECOMMENDATIONS

Recommendation 1 - That the report be noted.

Recommendation 2 – The Forum to agree that further dialogue is required with the Education Funding Agency to highlight that the budget is not sustainable beyond 2013/14.

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**WIRRAL COUNCIL**

**WIRRAL SCHOOLS' FORUM 3<sup>rd</sup> JULY 2013**

**REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES**

**Scheme for Financing Schools – Changes for Approval**

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## **EXECUTIVE SUMMARY**

Schools have been consulted on changes to the Scheme for Financing Schools as reported to the April meeting (appendix 1). This report seeks final approval from the Forum for the changes to be made.

## **Consultation**

Three schools have responded to the consultation, with only 1 making a comment. The comment received is in respect of de-delegation of school budgets and the absence of any requirement to formally consult with schools and governing bodies. However, it should be noted that only those forum members representing school sectors are eligible to vote and that having considered items in advance and where possible through their cluster groups.

## **RECOMMENDATIONS**

The Forum agrees the changes to the Scheme.

**Julia Hassall**  
**Director of Children's Services**

WIRRAL SCHOOLS' FORUM 10<sup>th</sup> April 2013

## REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES

Summary of Changes to the Scheme for Financing Schools

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**EXECUTIVE SUMMARY**

This report informs Schools Forum of the revisions required to the Scheme for Financing Schools from 1<sup>st</sup> April 2013.

**SUMMARY OF CHANGES**

The scheme was last updated in April 2012 with a number of revisions that were directed by the DfE, including the removal of FMSiS and the GTC payment and the inclusion of Schools Financial Value Standards.

The revisions required from April 2013 are in respect of the new funding arrangements from April 2013. These are detailed below:-

**1. Clarification that school's detailed budgets are no longer included in the section 251 collection.**

Wirral LA will publish each year, under Section 251 of the Apprenticeships, Skills, Children and Learning Act 2009, a statement which sets out details of its planned Schools Budget and LA Budget, showing the amounts to be centrally retained and funding delegated to schools. (Paragraph 1.1.6 of the Scheme.)

**2. Application of the Scheme now applies to WASP**

The scheme will apply to all maintained schools, community, voluntary, foundation, nursery, community special, foundation special schools and Pupil Referral Units (PRUs). (Paragraph 1.2.2 of the Scheme.)

**3. Forum Approval to Scheme Revisions**

Revisions to the scheme will be subject to consultation with the governing body and head teacher of every maintained school before submission to the Schools' Forum for approval by members of the forum representing maintained schools. (Paragraph 1.4.1 of the Scheme.)

**4. Spending for the Purposes of the School**

Governing Bodies are free to spend budget shares for the purpose of the school subject to the provisions of this scheme. The Secretary of State, under Section 50 (3)(b) of the Standards and Framework Act 1998 may prescribe additional purposes for which expenditure of the budget share may occur. The School Budget Shares (Prescribed Purposes)(England) Regulations 2010 allows schools to spend their budget on pupils who are on the roll of other maintained schools. (Paragraph 2.13.1 of the Scheme)

**5. SEN Place Funding and Top ups to be included in the Budget Share**

For the purposes of this section, budget share includes any place led funding for special schools and PRUs. (Paragraph 3 of the Scheme.)

Where schools have chosen to have their budget shares provided to them in cash, the installment will be provided on a monthly basis. Top up payments for pupils with high needs should be made on a monthly basis unless alternative arrangements have been agreed with the provider. (Paragraph 3.1.0 of the Scheme.)

#### **6. Writing off Debts**

Where the LA wishes to provide assistance to schools to reduce or eliminate a deficit balance this should be through the allocation of a cash sum, from the Authority's school budget. (From a centrally held budget specified for the purpose of expenditure on special schools and pupil referral units in financial difficulty or, in respect of mainstream maintained schools, from a de-delegated contingency budget where this has been agreed by Schools Forum). (Paragraph 4.7 of the Scheme)

#### **7. Clarification that Schools Forum can agree De-delegation**

For the avoidance of doubt, LAs may de-delegate funding for permitted services without the express permission of the governing body, provided this has been approved by the appropriate phase representatives of the Schools Forum. (Paragraph 6.1 of the Scheme.)

#### **8. Amended Wording in relation to charging a School if appropriate Support has not been made for High Needs Pupils.**

Costs incurred by the LA in securing provisions specified in a Statement of SEN where the Governing Body of a school fails to secure such provision despite the delegation of funds in respect of low cost high incidence SEN and or specific funding for a pupil with High Needs. (Paragraph 6.2.15 of the Scheme)

#### **9. Restriction to existing commitments for redundancy/PRC payments**

The LA will determine the basis on which services from centrally retained funds in the Schools and LA Budget will be provided to schools. For the purposes for this section, the costs of existing PRC and redundancy payments are included as services.

#### **10. Deletion of reference to optional delegation**

Section 11.8.1 to be removed.

#### **11. Update Annex A – list of maintained schools**

Remove Calday Grange Grammar School, Hilbre High School, Woodchurch High School and St John Plessington from the Maintained School List.  
Add WASP, Pupil Referral unit.

#### **12. Restriction of termination of employment costs funded from central schools budget to the Value of the previous year and existing commitments.**

##### **Extract from Annex B**

Costs of new early retirements or redundancies may only be charged to the central part of the Schools Budget where the expenditure is to be incurred as a result of decisions made before 1<sup>st</sup> April 2013. Costs may not exceed the amount budget in the previous financial year.

It is important that the local authority discusses its policy with its Schools Forum. Although each case should be considered on its merits, this should be within an agreed framework. It may be reasonable to share costs in some cases, and some authorities operate a panel to adjudicate on applications.

**13. Clarity that contingency for schools in financial difficulty needs to be de-delegated.**

**Extract from Annex B**

*A de-delegated contingency could be provided, if Schools Forum agree, to support individual schools where “a governing body has incurred expenditure which it would be unreasonable to expect them to meet from the school’s budget share”.*

For staff employed under the community facilities power, the default position is that any costs must be met by the governing body, and can be funded from the school’s delegated budget if the governing body is satisfied that this will not interfere to a significant extent with the performance of any duties imposed on them by the Education Acts, including the requirement to conduct the school with a view to promoting high standards of educational achievement. Section 37 now states:

**Actions Required**

The above revisions to the scheme will be subject to consultation with the governing body and headteacher of all maintained schools by the 21<sup>st</sup> June ready for submission to the Schools Forum on 3<sup>rd</sup> July for Approval.

**RECOMMENDATIONS**

The Forum notes the report.

**Julia Hassall**  
**Director of Children’s Services**

## WIRRAL COUNCIL

### WIRRAL SCHOOLS' FORUM 3<sup>rd</sup> July 2013

#### REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES

#### Wirral Schools Forum Membership

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#### EXECUTIVE SUMMARY

This report informs the group of the current Schools Forum Representation. Membership is broadly proportionate for each school phase (based on January 2013 census) and is consistent with School Forum Regulations.

#### 1. Forum Representation in each School Phase

The table below details the total pupils in each school phase and the required number of forum members.

Phase	Pupil Numbers (Jan 2013 Census)	Forum Representatives
Primary	24,567	10
Secondary	6,995	3
Academy	14,695	6
<b>Total</b>	<b>46,257</b>	<b>19</b>

#### 2. Current Representation

5	Primary Headteachers
5	Primary Governors
2	Secondary Headteachers (1 vacancy)
1	Secondary Governors
6	Academy Representatives (1 vacancy)
1	Special Headteacher
1	Special Governors
1	Nursery Representative
1	PRU Representative
<b>23</b>	<b>Total Schools Membership</b>
1	Non-teacher representative
1	Teacher representative
1	Catholic Diocese
1	Church of England Diocese
1	14 - 19 Representative
2	PVI Early Years Providers
1	Wirral Governors Representative
<b>8</b>	<b>Total Non-Schools Membership</b>
<b>31</b>	<b>Total Membership</b>

### 3. Vacancies

Wendy Fairman has been appointed as the PRU representative.

There are currently 2 vacancies

- A Secondary Headteacher position is currently vacant, but it will be necessary to change it to an academy member in September when 2 further schools convert to academy (see table below).
- An Academy vacancy was advertised, with documentation forwarded to academy governing bodies to request nominations, but there was no response to fill this vacancy.

### 4. Future Membership Changes

- There are 2 academy representatives whose term of office comes to an end in August 13. Nominations will be requested nearer the time.
- Morag Kophamel has resigned her Primary Headteacher position, which will be filled by Debbie Marchant from September 2013.
- Mount Primary and South Wirral High are expected to become academies during the 2013-14 financial year. The table below shows the effect of change in pupil numbers.

<b>Phase</b>	<b>Pupil Numbers (Jan 2013 Census)</b>	<b>Forum Representatives</b>
Primary	24,233	10
Secondary	5,950	2
Academy	16,074	7
<b>Total</b>	<b>46,257</b>	<b>19</b>

## RECOMMENDATIONS

The Forum notes the report.

**Julia Hassall**  
**Director of Children's Services**

**WIRRAL SCHOOLS FORUM – 3<sup>rd</sup> July 2013**

**WORK PLAN**

<b>Meeting Date</b>				
<b>2<sup>nd</sup> October 2013</b>	<b>November 2013</b>	<b>January 2014</b>	<b>April 2014</b>	<b>July 2014</b>
Elect Chair and Vice Chair Membership				
		Schools Settlement Schools Budget Pupil Premium De-delegation of budgets	Schools Budget update Budget monitoring update School redundancies update	Schools Budget Outturn School Balances
Centrally held school budgets: School Intervention Budget SEN / Home Tuition / LACES Admissions	Outcomes from consultation on ▪ High needs ▪ Early years ▪ Funding formula ▪ CLCs			School funding formula proposals 2015-16
Draft School Finance Regulations		School Finance Regulations		Harmonisation Update Scheme for Financing Schools Schools Formula Exceptional Items
		Early Years Formula SEN Funding Formula Schools Funding Formula	Traded Services	

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