



Wirral Schools Forum

Date:	Wednesday, 28 September 2016
Time:	6.00 pm
Venue:	Council Chamber, Wallasey Town Hall

Contact Officer: Sue Ashley
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AGENDA

1. ELECTION OF CHAIR AND VICE CHAIR
2. MINUTES OF THE MEETING HELD ON 6TH JULY 2016 (Pages 1 - 4)
3. MATTERS ARISING
4. TRADED SERVICES UPDATE (Pages 5 - 6)
5. APPRENTICESHIP LEVY (Pages 7 - 10)
6. BUDGET MONITORING UPDATE (Pages 11 - 14)
7. UPDATE ON SCHOOL BUDGET POSITION (Pages 15 - 16)
8. SCHOOL FUNDING 2017-18 (Pages 17 - 20)
9. EARLY YEARS FUNDING CONSULTATION (Pages 21 - 28)
10. PFI FORMULA CONSULTATION (Pages 29 - 32)
11. PROPOSALS FOR HIGH NEEDS PLACES 2017-18 (Pages 33 - 40)
12. BEHAVIOUR SUPPORT (Pages 41 - 50)
13. PENSBY AMALGAMATION (Pages 51 - 52)
14. SCHEME FOR FINANCING SCHOOLS (Pages 53 - 54)

15. MEMBERSHIP AND ELECTIONS UPDATE (Pages 55 - 58)

16. DATES OF WORKING PARTIES

Early Years – 1st November 1:30pm Birkenhead Town Hall

High Needs – To be confirmed

Schools Funding – To be confirmed

17. WORK PLAN (Pages 59 - 60)

18. ANY OTHER BUSINESS

WIRRAL SCHOOLS' FORUM

6th July 2016

MINUTES

Present: J Billinge (Chair)

Schools Group

E Cogan	N Lightwing
S Dainty	D Marchant
J Goalen	J McCallum
A Heron	T Taylor (S)
L Ireland	A Whiteley

Non-Schools Group

S Davies	A Rycroft (S)
A Donelan	

In Attendance:

S Ashley	J Levenson
L Buckingham	C McNally
A Davies	M Morris
C Fenlon	I Rice
	A Roberts

Apologies:

L Ayling	J Hassall
A Baird	S Higginson
M Bulmer	B Jordan
B Chadwick	S McNamara
J Devine	J Pearson
S Duggan	K Podmore
M Forber	N Prance
K Frost	T Quinn
I Harris	P Young

1. Minutes from the Meeting held on 27th April 2016

The minutes from the meeting held on 27th April 2016 were accepted as a true record.

2. Matters Arising

Minute 9 – SEND update

- There will be a full review of SEND provision
- This will include a restructure of the service and support
- And a review of the commissioning of high needs places

- The exceptional needs panel has met and allocations have been made. 4 schools have been advised that allocations are being revised to take account of school balances.

Minute 7 – Early Years Working Group

There was a request for Headteacher representation on the early years working group.

Minute 10 – White Paper Early Excellence Everywhere

Since last Forum it has been announced that schools that are good and outstanding will not be forced to convert to an academy.

Minute 11 – National Funding Formula for School Update

The second consultation from the DfE has not been published. It is expected over the summer break.

3. Library Service

Catherine McNally and Louise Rice gave an overview of the Schools' Library Service. A copy of the service specification given to schools was included in the agenda. Funding of £192K is currently de-delegated. The Priorities for 2016-17 are to develop a Service Level Agreement for secondary schools and an enhanced service for nursery, primary and special schools.

Resolved

Forum noted the report

4. Early Years update

Carol Fenlon updated Forum on Early Years including:-

- 30 hour extended care from September 2017
 - A bid for capital funding to increase capacity for 3 and 4 year olds.
 - The guidance due from the EFA on early implementer/pilot Local Authorities.
- Improving take up of the 2 year old offer – uptake has increased to 72% but more work is required.
- Early Years Pupil Premium – working on an 'opt out' scheme to ensure higher uptake.
- Introduction of an electronic portal which is being piloted with a view to a full roll out by April 2017. The portal will speed up claims for funding and reduce paperwork.

Resolved

Forum noted the report

5. Arrangements for Alternative Provision (AP)

Jan Levenson summarised work on the review of AP in Wirral. The review highlighted difficulties with the current system, such as a lack of co-ordination and sharing of best

practice, managing student attendance and safeguarding concerns. Birkenhead and Wallasey areas have AP services available but other parts of Wirral do not.

The review recommends the creation of a Wirral Guild of Alternative Education. This will ensure a more co-ordinated and streamline service for young people. From September 2016 the Guild will introduce:-

- A common referral process with a single application form
- Wirral Alternative Education (AE) portal for recording and sharing pupil data
- Robust procedures for monitoring safeguarding arrangements
- Quality assurance processes
- Ensure placements have explicit timescales for intervention and review

Forum requested that the AP review should cover the primary. Jan Levenson confirmed this work is intended in the autumn term.

Resolved

Forum noted the report

6. Contingency and Special Staff Costs

Sue Ashley summarised the current provision and spend on contingency and special staff costs for maintained schools. These budgets are currently de-delegated. It was noted that from 2019 there will be no services de-delegated. There will be further discussion when more information is available.

Resolved

Forum noted the report

7. School PFI Costs – Working Party update and Proposed Consultation

Andrew Roberts summarised previous discussions concerning the additional Facilities Management costs of between £400,000 and £600,000 p.a. relating to PFI schools. The School Formula Working Party proposed 2 consultation papers to seek the views of all the Education sectors regarding:

- the introduction of a new schools formula element for PFI costs
- the de-delegation of the PFI affordability gap.

Resolved

- Forum noted the comments of the working group
- Forum approved the consultation and questions to schools and providers
- A final decision will be made at the September meeting

8. Delegated School Balances as at 31st March 2016 and Indicative Balances for 2016-17 ad 2017-18

Sue Ashley advised the Forum of the school balances as at 31st March 2016. They have increased by £1.2m to £11.7m since last year. The budgets received for 2016-17 indicate that school balances at 31st March 2017 will be £6.9m reducing to £3.2m at

March 2018. The work with schools is ongoing to ensure that budgets are balanced and sustainable for the medium term.

Resolved

Forum noted the report

School balances will continue to be monitored.

9. Schools Budget Outturn Report

Andrew Roberts outlined the year end position for the 2015-16 Schools budget. The overspend of £179,600 was met from existing reserves. The total reserves carried forward into 2016-17 were £2.5m, of which £1.6m is a DSG budget reserve.

Resolved

Forum noted the report

10. School Budget Monitoring Report

Andrew Roberts informed the Forum that there are no variations to report to the Schools Budget in 2016-17 at present. The Combined Budget provision of £1.7m is likely to be fully committed, but from 2017 will be determined by the EFA.

Resolved

Forum noted the report and with the exception of CLC's and wellbeing the continuing commitments for combined budgets in 2017-18.

11. Working Groups and Membership

The working group membership was noted. Headteacher representation will be added to the Early Years Working Group. Further representation is required for the High Needs group - since the last meeting Ken Frost has resigned from the Forum. The Funding Formula Working Group will continue to be open to all members.

Resolved

Forum noted the report

12. Workplan

The workplan was provided for information.

Please note the dates of the meetings for the next academic year:-

Wednesday 28th September 2016

Wednesday 18th January 2017

Wednesday 26th April 2017

Wednesday 5th July 2017

13. Any Other Business

There was no other business

WIRRAL COUNCIL

WIRRAL SCHOOLS FORUM 28th September 2016

REPORT OF THE MANAGING DIRECTOR OF ESENTIAL

Update on Edsential Community Interest Company Ltd

1. EXECUTIVE SUMMARY

Edsential is now entering its first full academic year and is responding to the needs of schools with a range of new or improved services that deliver our commitment to providing the best value for money.

2. BACKGROUND

Edsential is a Community Interest Company and it exists to ensure that all of the money spent with us is kept within the education community. We will reinvest any profit we make in improving our services or investing in projects and initiatives within our schools. We understand that schools have the freedom to spend their budgets with whomever they choose and we are focused on providing the best value for money in every service.

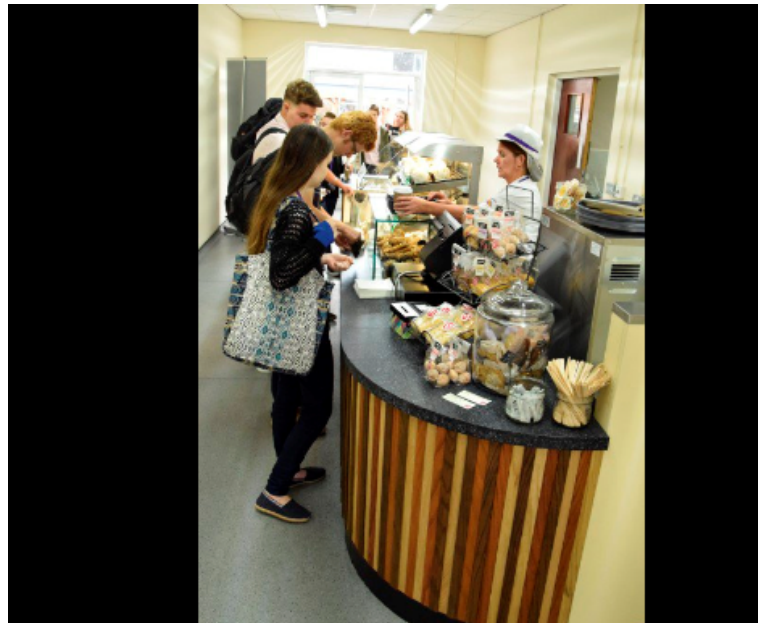
Edsential has been given a mission to help **improve outcomes for children and young people** and we are driven to deliver this in everything we do.

Customer Focus

- Each school will now have an Edsential business manager who will be the single point of contact to access any of our services. The business manager will also ensure we understand each school and are delivering excellent customer service. They will visit every school on a frequency that is determined by the breadth of services purchased from us.
- A new website will be launched this month that will allow all EQP conferences, courses and residential visits to be booked online. Every school will have an account that they can use to manage and track their expenditure with Edsential.
- Jane Owens has been appointed Chair of the Board for Edsential. Jane will bring the voice of the governing bodies into the business. We will complete our board by seeking 3 head teachers to become non-executive directors. This reinforces our mission and ensures schools have a direct input into how Edsential develops and operates.

Innovation

- Primary catering is piloting a new meal selection and cashless system solution (ParentPay). This will be offered **free** to schools who sign a 3-year contract
- Ian McGrady now attends the All Party Parliamentary Group on school meals, giving Wirral schools a voice in this key forum
- A new 6th form/staff coffee bar concept has now been launched in 2 Cheshire schools and a new food hall concept is being developed for secondary school cafeterias



QUEEN'S PARK HIGH @qphschester - Sep 9

Q: Can I be swayed away from city #coffeeshops A: Yes I can
@qphs6thform cafe #convert #Lattes #pastries @EdsentialUK

- A new music centre has been implemented within Mosslands school and we are working with the Williamson Gallery to increase the reach of our arts service, both covering NE Wirral
- Our Residential Learning Experiences concept has been launched to provide a structured learning journey for a child throughout their school career, from reception to KS4. This gives Oaklands a clear, long term role in Edsential's residential service
- We are working with Professor Paul Gately who is advising on the 'Healthy Schools Rating Scheme' that Ofsted are introducing next September. Edsential are uniquely placed with our Health & Wellbeing offer to provide the scope of services to support a whole school approach

Best Value for Money

- EQ has been replaced by our Education Quality Partners (EQP) team who now offer all services on a pay-as-you-go basis. Each of these services has been built and market benchmarked to ensure we provide the best value for money
- This year, we have already absorbed over £500k of cost increases that would historically have been passed on to schools through price increases

Ian McGrady
Managing Director
Edsential Ltd.
ian.mcgrady@edsential.co.uk

**WIRRAL SCHOOLS FORUM
28TH SEPTEMBER 2016
REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES**

Apprenticeship Levy Briefing

1.0 Executive Summary

This report describes the purpose and background to the Apprenticeship Levy, its impact on schools and feedback to a recent consultation paper

2.0 Background

As part of the government's commitment to increasing vocational skills in the UK they have decided to introduce an 'apprenticeship levy' which it is believed will help to deliver new apprenticeships across the UK. The policy should help deliver quality training by putting employers at the heart of the system, with the aim being that there will be 3 million more apprenticeship starts by 2020. The LGA have indicated that this policy and the levy on payroll costs will affect 90% of councils and the vast majority of council maintained schools.

Definition of an apprenticeship:

- an apprentice must be employed in a real job; they may be an existing employee or a new hire
- the apprentice must work towards achieving an approved apprenticeship standard or apprenticeship framework but these are not necessarily just entry level qualifications – they can extend to Masters degree level
- the apprenticeship training must last at least 12 months
- the apprentice must spend at least 20% of their time on off-the-job training

Apprentices already on a scheme

Apprentices who have been accepted on to an apprenticeship programme before April 2017 will be funded for the full duration of the apprenticeship under the terms and conditions that were in place at the time the apprenticeship started. The Levy cannot be used to pay for these apprenticeships.

3.0 Description of the measure and impact on school budgets

The government are introducing the levy on 6th April 2017 and it will require all employers in the UK, in all sectors, with a pay bill of over £3 million per year to invest into the apprenticeship levy. An employer is classed someone who is a 'secondary contributor, with liability to pay Class 1 secondary National Insurance Contributions (NICs) for their employees'. The levy will affect all maintained schools, most MATs and many larger secondary schools.

- The levy will be paid on the pay bill at a rate of 0.5%, for employers with salary costs over £3 million.

An estimate of the 2017-18 cost of apprenticeship levy has been given to schools. However there is still some uncertainty of the exact meaning of "total payroll".

Estimates have included NI and Pension on-costs. If this is not the case the costs will be reduced.

- There will be a 'levy allowance' of £15,000 per employer each tax year allowed as a deduction from the levy. There will be only one allocation of £15,000 for the council as the council is one employer that includes all maintained schools.
- Employers will be able to use their Apprenticeship Levy contributions to pay for **training (but not salary costs)** for those who meet the definition of an apprentice.

4.0 Accessing the funds

- There will be a new digital apprenticeship service account set up for each employer where they will be able to access the funds they have paid into the levy to pay for training and assessment in England. There will also be a facility to help employers find training providers.
- The government will top up the funds in the accounts with an additional 10%, this will be applied monthly.
- There will be an 18 month expiry on funds in the apprenticeship digital account ('use it or lose it') and this will start as soon as the funds enter the account. This process will operate on a first in, first out basis, therefore limiting the amount of funds likely to expire. Employers will have to ensure that they use the levy funds and top up in the 18 month time frame.
- The digital account can only be used to cover the costs towards apprenticeship training or end point assessment. It can't be used on other costs associated with apprentices or wider training efforts. For example wages, statutory licences to practise, travel and subsidiary costs, managerial costs, traineeships, work placement programmes or the costs of setting up an apprenticeship programme. The money in the digital account will be in the form of 'digital vouchers' (this will be different in Wales and Northern Ireland) and this must be with an approved training provider or assessment organisation.
- Public sector employers choosing a training provider and an assessment organisation will need to comply with Public Contracts Regulations 2015 when selecting a provider and an assessment organisation from the approved registers.
- It will be up to each employer to find a training provider and negotiate the cost of the training. Government funding caps will be set on different qualifications for all employers. This is the upper limit to which Government funding can be used to pay for an apprentice's training. The Government will announce provisional funding cap levels in June and confirm these in October.
- If apprentice training costs are above the funding cap, the employer cannot use apprenticeship levy funds to make up the difference. They must fund this additional cost separately.
- There will be cash incentives to help 16-18 year olds, care leavers and young people with an Education and Health Care Plan enter the workplace.

5.0 Liverpool City Region Response to the Consultation: Apprenticeship Funding Proposals in England from May 2017 (September 2016)

After a slight delay, Government has now published proposals for how apprenticeships will be funded from 1 May 2017. Feedback was invited from employers and providers on these proposals with a view to refining and developing these so that in October 2016 they will publish:

- Final funding bands that will apply in the new system;
- A final set of technical rules that will underpin the system; and
- Confirmation of how the proportion of pay bill that is paid to employees living in England will be calculated.

The City Region's response focused on:

- The need to make accessing the levy as simple as possible for employers;
- Flexibilities for employers in how they use the levy funding;
- Greater flexibility for public sector organisations in how the apprenticeship target is applied and calculated; and
- Ensuring that both employers and providers are prepared for the changes as they are implemented from May 2017.

Conclusion / Recommendation

The Forum notes the report and receives a further update when more information is available.

Julia Hassall
Director of Children's Services

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WIRRAL COUNCIL

SCHOOLS FORUM – 28th SEPTEMBER 2016

REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES

SCHOOLS BUDGET MONITORING REPORT 2016/17

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to update the Forum on the Schools Budget position and anticipated variations in the current year. There is an estimated over spend half way through the year of £157,000 mainly within the High Needs Budget.
- 1.2 There are a number of schools that are likely to transfer to Academy status during the year and once specific details are confirmed the financial changes will be reflected in the budget and reported to the Forum.

2.0 ANTICIPATED BUDGET VARIATIONS

- 2.1 The table attached compares the Schools Budget with the indicative spend for the year. The main variations are set out below.
- 2.2 **Early Years – increase £69,000**
The Early Years budget of £14.6m reflects the funding required for 2, 3 and 4 year olds who are entitled to receive free Early Education and Early Years Pupil Premium. The budget is based on the January 2016 census and at this stage is assumed to be fully committed. Once the October 2016 returns are finalised this will provide a more up to date picture and will be used to update the forecast.
The Early Years Portal is now in place and providers are moving onto the new system on a termly basis with the intention being that all providers will submit online headcount information from 1st April.
The estimated Early Years Pupil Premium has been adjusted to agree with the census figures reported. The estimated spend, based on 445 children has been increased to £133,600. There is a corresponding increase within DSG.
- 2.3 **Central Early Years Budget – projected underspend £20,000**
Across employees and supplies there are small budgets currently uncommitted within this centrally managed budget.
- 2.4 **Schools Forum – projected underspend £10,000**
There are no commitments to date against this budget of £10,600.
- 2.5 **School Specific Contingencies – no projected variance**
At this stage there is no variation expected to the budget.

2.6 Contribution to Combined Budgets – no projected variance

The combined budgets of £1.7m are expected to be fully spent across the following areas:

	Budget
	£
School Improvement	359,900
Discretionary Rate Relief Top Up	106,600
LCSB contribution	30,000
Governors Forum	2,200
Wellbeing & School Staff Surveys (5/12)	18,600
PFI Support Team	61,800
LACES	140,500
School Intervention	674,500
City Learning Centres (5/12)	196,500
CLC PFI	108,200
Total	1,698,800

Any uncommitted employee budgets in relation to the closure of the 3 CLC's will help fund the one off severance costs.

2.7 Special Staff Costs – projected over spend £55,000

This budget continues to be monitored closely and is currently projected to over spend by £55,000:

	Budget	Projected Spend	Projected Variance
	£	£	£
Maternity, Paternity & Other Staff Costs	613,000	648,000	35,000
TU Facilities	79,800	99,800	20,000
Insurance & Recharges	6,900	6,900	0
Total	699,700	754,700	55,000

At this stage there is a small shortfall in TU traded Services the implications of which will be discussed with the Professional Associations.

2.8 Special Education Needs Top Ups – projected under spend £18,000

A budget of £8.8m funds the Pupil Led Top Up funding in Specialist Provision, Resource Bases, FE, Colleges and Alternative Provision. There are £70,000 of costs relating to additional learners at Wirral Metropolitan College and £100,000 of additional costs due to Emslie Morgan Academy having 122 placements at the end of the Summer Term, however, offsetting both areas is Top Up / Exceptional Need income from other Authorities. The breakdown of this budget is as follows:

	Budget	Projected Spend	Projected Variance
	£	£	£
Top Ups for Maintained Special Schools	6,406,300	6,301,100	(105,200)
Top Ups for Resourced provision	602,000	564,400	(37,600)
Alternative provision	243,800	352,700	108,900
FE and 6 TH Form Top Ups	728,000	806,800	78,800
Additional Nursing Support	127,100	127,100	0
Exceptional Needs	645,000	582,100	(62,900)
Total	8,752,200	8,734,200	(18,000)

2.9 **Special Education Needs Statements – projected over spend £165,000**

At this stage of the year the costs relating to Primary and Secondary schools are expected to exceed the budget. However there could be Year 11/12 pupils who may leave school and could reduce this potential over spend.

2.10 **Independent Special Schools – projected over spend £155,000**

The budget in this area was increased to reflect demand for the number of young people with complex needs in Independent Special Schools. Recent projections indicate that although numbers are at a reduced level of 86, the costs are actually higher due to children moving on into 6th Form provision.

2.10 **Support for SEN – projected under spend £170,000**

There are vacancies and uncommitted budgets in this area which are helping to offset the pressures within the High Needs budget.

2.11 **DSG - £172,129,100**

The DSG is adjusted to the reported position as follows:

Published DSG	171,946,000
Anticipated increase in 2 year old numbers	228,000
Net adjustment to EFA's EYPP estimate	(44,900)
	172,129,100

3.0 **UPDATE ON SPECIFIC RESERVES**

3.1 The DSG reserves total £2.5m and have been earmarked in the accounts as follows:

- **Job Evaluation and Pay Harmonisation Reserve - £0.65m**

- **DSG Reserve - £1.0m**

	£
DSG Carry Forward from 2015/16	1,602,200
Use of Reserve in 2016/17	(568,900)
	1,033,300

- **City Learning Centres - £0.12m**

This reserve will be used to help meet any final closure costs relating to the City Learning Centres.

- **Early Years £0.1m**

This reserve of £130,500 is expected to fund the Early Years Portal and expand the 2 year old provision.

4.0 **CONCLUSION**

4.1 The Schools Budget will continue to be monitored and reported through the year.

5.0 **RECOMMENDATIONS**

5.1 That the Forum notes the report and the Schools Budget projection for 2016/17.

Julia Hassall

Director of Children's Services

Appendix 1 – Budget Variations 2016/17

	Adjusted Budget 2016/17 £	Projected Spend 2016/17 £	Variation 2016/17 £
Individual Schools Budget			
Primary Schools	93,463,700	93,463,700	0
Secondary Schools	27,081,100	27,081,100	0
Special Schools	8,861,700	8,861,700	0
SEN Bases	1,701,500	1,701,500	0
Wirral Hospital School	1,356,300	1,356,300	0
Early Years	14,557,600	14,626,600	69,000
Individual Schools Budget Total	147,021,900	147,090,900	69,000
Central School Costs			
Early Years	378,700	358,700	(20,000)
Admissions	341,800	341,800	0
School Closure / retirement costs	86,000	86,000	0
Licences & Subscriptions	223,800	223,800	0
Schools Forum	10,600	600	(10,000)
Contribution to Combined Budgets	1,698,800	1,698,800	0
PPM	249,000	249,000	0
PFI affordability gap	2,886,500	2,886,500	0
Costs De-Delegated from schools			
Library Service	191,700	191,700	0
Insurances	32,300	32,300	0
MEAS	104,100	104,100	0
School Specific Contingencies	104,300	104,300	0
Special Staff Costs	699,700	754,700	55,000
Milk & Meals	21,200	21,200	0
Behaviour Support	92,300	92,300	0
High Needs Pupils			
Statements	3,799,000	3,964,000	165,000
SEN Top Ups	8,752,200	8,734,200	(18,000)
High Needs Contingency	434,000	434,000	0
Independent Special Schools	3,689,000	3,844,000	155,000
Home Tuition	308,900	308,900	0
Support for SEN	2,031,500	1,861,500	(170,000)
Special School Transport	58,200	58,200	0
Non Delegated School Costs	26,193,600	26,350,600	157,000
Dedicated Schools Grant	(172,060,100)	(172,129,100)	(69,000)
DSG Carry forward from Reserves	(568,900)	(568,900)	0
Grand Total	586,500	743,500	157,000

WIRRAL COUNCIL

WIRRAL SCHOOLS FORUM 28th September 2016

REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES

School Budgets and Indicative Deficits Balances

1. EXECUTIVE SUMMARY

This report is one of a series that have been considered by the Forum. The final school balances as at 31st March were a significant improvement to that initially reported. However moving into 2016-17 the position remains difficult in a number of areas. This report updates the Forum on the latest information received in respect of maintained schools.

2. BACKGROUND

There are continued cost pressures in schools arising from "flat cash" budgets. There are additional costs arising from pay awards, pension increases and national insurance changes (adding about 5% to school pay bill in the 2016-17 financial year). These costs have not been met from increased budget allocations, instead they will need to be found from efficiency savings.

3. Indicative Balances

The final school balances as at 31st March 2016 were better than expected at £11.7m, reflecting a number of difficult decisions taken by schools and governing bodies to restructure and reduce costs. When schools have set their budget for 2016-17 they also reviewed their financial position for future years. The table below summarises this position and indicates that that balances may reduce by £4m in 2016-17 and 2017-18. The overall total balances would reduce to £3.7m by March 2018 net of a potential nursery school deficit if £130,000.

Table 1

	Actual Balances at Mar 2016	Expected Balance at 31st Mar 2017	Expected balances at 31st Mar 2018
Nursery	604,737	216,322	-133,739
Primary	7,410,417	5,487,859	3,348,957
Secondary	1,606,472	589,562	295,914
Special	2,116,885	1,100,307	157,639
	11,738,511	7,394,050	3,668,771

4. Individual School Deficits

There are currently 3 schools with licenced deficits and agreed budget plans. On the basis of table 1 the number of schools who may have a deficit budget as at March 2018 would increase to 32, each school with an average deficit of £56k.

Table 2

	Number of schools	Expected number of schools with a deficit	% schools with a deficit
Nursery	3	2	67%
Primary	88	24	26%
Secondary	6	1	17%
Special	11	5	45%
	108	32	30%

5. Action Taken to Date

- LMS and HR work with schools to balance budgets, this includes planning for the reduction of staff numbers or hours.
- Briefings and discussions with headteachers and school finance staff.
- School Bursar support working with Headteacher and governors to provide more detailed projections at budget setting.

6. Future Action

The position will be updated again as schools review their 2016-17 budget at period 6 (September) and indicate the position over the next 3 years.

Future work will:

- Review school financial plans to ensure they are sustainable.
- Discuss school plans to deal with projected deficits.
- Schools requesting a licenced deficit will be required to demonstrate how the budget will come back into balance within 3 years.
- Where agreement cannot be reached a Notice of Concern may be issued, requiring an immediate action plan to be agreed by governors.

RECOMMENDATIONS

1. The report is noted and there is a further report to the next meeting.

Julia Hassall
Director of Children's Services

WIRRAL COUNCIL

Wirral Schools Forum 28th September 2016

Report of the Director of Children's Services

School Funding 2017-18

1.0 EXECUTIVE SUMMARY

This report summarises the arrangements for the 2017-18 Schools Budget. These were confirmed by the Education Funding Agency in July as part of their published Operational Guide.

2.0 FUNDING ARRANGEMENTS 2017-18

2.1 The Education Secretary Justine Greening made a written statement to Parliament on 21st July 2016 setting out the government's position regarding the Schools National Funding Formula. Whilst restating the commitment to reform of funding, the expected detailed consultation on proposals the Schools and High Needs has been deferred to autumn, after which a final decision will be made in the New Year. The new system and formula for Schools and High Needs therefore will not now apply until 2018-19.

2.2 Elsewhere on the agenda are details describing the consultation and proposals for changes to Early Years funding to be introduced in 2017-18.

2.3 Following this statement the Education Funding Agency (EFA) published the funding arrangements for next year in the "Schools revenue funding 2017 to 2018 Operational Guide".

These arrangements are broadly similar to the current year. There are some changes that are described later, but the main principles are that:

- There is no reduction to the 2016-17 Dedicated Schools Grant pupil funding, or the High Needs cash amount
- The Minimum Funding Guarantee of minus 1.5% continues.
- The allowable funding factors used by Wirral in the School Funding Formula remain.
- National data sets will be updated in Autumn
- IDACI bandings, used in part for deprivation funding, have been altered following changes to the 2015 data last year. These national changes in 2016-17 caused an unplanned shift in funding between schools. On Wirral as elsewhere a greater proportion of funding was as a result allocated to lower funding bands, moving some resources. The EFA have now reworked the bands so that as far as possible it distributes funding in a similar way to 2015.
- Prior Attainment will use the new KS2 assessments
- De-delegation continues

2.4 Baseline budgets

All Local Authorities have been asked to submit Baseline Budgets based on their planned spend for 2016-17 to the EFA. These Baselines cover the budgets for Schools, High Needs, Central Schools and Early Years.

The purpose of this exercise is to split DSG spending blocks in a way that identifies central costs and also the plans for the current budget. These revised funding blocks, net of 2 year old funding, reserves or Council contributions become the baseline for any future changes in grant allocations.

The figures submitted for Wirral are as follows:

Schools	£187,936,900 (net of £380,000 reserves)
Central Schools	£4,909,000 (net of £586,500 council PFI contribution)
High Needs	£33,728,200 (net of £188,900 reserves)
Early Years	£11,716,900 (net of 2 year old funding)
Total	£238,291,000

2.5 Central Budgets

The EFA asked for detailed information on centrally held schools budgets earlier in the year. This was done with a view to determining if budgets comply with guidelines requiring commitments to be entered into before 2013 and to ensure they were also ongoing. The relevant budgets are:

- Combined Budgets - ongoing commitment £1,485k (School Intervention, LSCB, CLC (PFI), LACES, Governor Forum, PFI support)
- School Closure retirement costs £50k
- Planned Programmed Maintenance £249k
- PFI £3,037,000

The outcome from this review is not yet known, however guidance confirms that the DfE will not reduce funding in 2017-18 as a result of this. Any funding no longer required or allowed should be “allocated to other aspects of DSG”.

2.6 Education Services Grant (ESG)

The Education Services Grant funds Local Authorities for services supporting maintained schools. These include:

- Education Welfare
- Strategic Management
- School Improvement
- Premature retirement costs
- Central services – Music and Outdoor Education

The National 2015 Spending Review reduced this grant significantly. The remaining funding that will be received (£15 per pupil, approximately £730k) to support the local authorities retained statutory duties for maintained schools will be transferred into DSG along with the costs of support.

2.7 Schools Forum approvals

The approval of the Forum continues to be needed for the following aspects of the central schools budget:

- Early Years
- ESG services
- Admissions
- Servicing the Schools forum

- PPM
- Contributions to combined budgets
- School Closure retirement costs

In addition the Forum will approve any changes to the School Funding Formula and advise on High Needs provision

2.8 High Needs

There is no reduction to the baseline High Needs cash amount and an uplift to funding will be announced later in the year.

There is local flexibility to make adjustments to place funding. Any additional places at schools / institutions will be funded from the total high needs block allocated to Local Authorities. There is a separate report on place numbers on this agenda.

Whilst more detailed guidance is awaited, at this stage it does not appear that there are plans to recognise or provide additional funding for increased numbers.

3.0 BUDGET TIMETABLE

December – confirmation of DSG funding

18th January – Budget report to Schools Forum

20th January - Confirm School Funding Formula with EFA (subject to cabinet)

End January – issue indicative school budgets

20th February – Schools Budget approved by Cabinet

28th February – confirm School Budgets with schools

Early March – issue Special School and Early Years Budgets

Recommendation

That the Forum notes the report

Julia Hassall

Director of Children's Services

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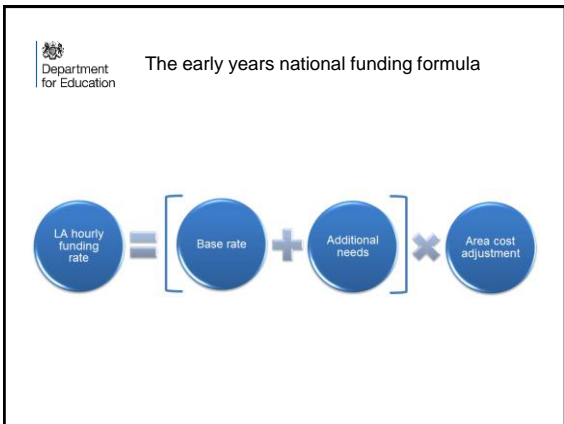
BRIEFING – EARLY YEARS NATIONAL FORMULA CONSULTATION

15th September
Andrew Roberts

- AIMS**
- To summarise the proposed Early Years funding changes
 - To look at the impact on Wirral and changes needed
 - To look at some of the consultation questions
 - Opportunity to ask questions

- WHAT IS THE CONSULTATION ABOUT?**
- A new national Early Years funding system.
 - Providing LA's with funding based on a new national formula
 - A formula that will target additional resources where needed
 - "To deliver the extended 30 hour entitlement and ensure that all children can continue to benefit from high quality early education".

- CURRENT EARLY YEARS FUNDING**
- The current system is based on historic spending decisions.
 - Early Years funding is different in each LA.
 - Wirral receives for each 3 and 4 year old attending an Early Years setting £2,290 pa.
 - In 2016-17 it is estimated there will be 5,137 eligible 3 and 4 year olds = £11.7m
 - The new EYPP is in addition to this c £0.2m



WHAT IS BEING PROPOSED

- A new Early Years funding rate to be paid to Wirral, based on the following:

	£	
• Base rate	3.79	(88%)
• Additional Needs:		
FSM	0.45	(10%)
EAL	0.01	(0%)
DLA	<u>0.06</u>	(2%)
Rate per Hour	4.31	

WHAT IS BEING PROPOSED 2

- Wirral's current hourly rate is £3.79
- Proposed rate is £4.31 an increase of £0.52

£m Current		£m Proposed
11.2	Early Years	12.8
0.5	Nursery protection	0.5
<u>0.2</u>	EYPP	<u>0.2</u>
11.9		13.5

Using the new formula the DFE illustrative funding rate for Wirral providers is £4.09 per hour

WHY IS THE RATE NOT HIGHER?

- Wirral's rate will increase from £3.79 to £4.31
- Nationally the increase in funding for 3 and 4 year olds will increase from £4.56 to £4.88
- But:
 - Protection limits grant losses in some LA's
 - Protection for Nursery school funding
 - Distribution of Additional Needs affects rates
 - The Area Cost Adjustment – for some London LA's their base rate is almost double.

WHAT ELSE IS BEING PROPOSED?

- To restrict levels of central spend by LA's to 5% of funding eg the costs to support and advise.
- Use the same base rate for all on Wirral by 19-20
- Protect existing funding for maintained Nursery Schools (2 years)
- There will be the same funding available for the additional 15 hours (September 2017).
- 2 Year old offer is not part of this consultation - rates will be uplifted

WHAT ELSE IS BEING PROPOSED 2?

- A Disability Access Fund – nationally £12.5m
- LA's to promote use of SEN Inclusion Funds
- No change to EYPP
- Local Formula supplements to be no more than 10% of the funding available
- Quality supplement to be removed
- Optional supplement for delivery of additional 15 hours

WHAT DOES THIS MEAN FOR WIRRAL?

- Additional funding - proposals
- Review of EYSFF
- How do the changes help introduce the Early Years extension?
- Review supplements – they account for 13%
- Consider other supplements
- Nursery school protection for 2 years
- Review level of central spend and inclusion funds
- Maximise FSM numbers in Primary schools

CONSULTATION QUESTIONS

1. Should there be a EYNF?
3. Should there be a Universal Base Rate?
- 4b Are the right additional needs identified?
5. Should the formula include an ACA?
7. Should the free entitlement be capped at eligible working parents?
8. Should there be a minimum of EY funding passed through to providers?
12. Should LA's be able to use funding supplements
15. Should there be a Disability Access Fund?

TIMESCALES / NEXT STEPS

- Meet next week with Forum Early Years reps
- Consultation response by 22nd September
- Report to Schools Forum 28th September
- Autumn term working group develop proposals and consult with providers
- December confirmation of funding from EFA
- January / February 2017 Forum and Cabinet approve funding and formula changes

ANY QUESTIONS?

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EARLY YEARS NATIONAL FUNDING CONSULTATION – DRAFT RESPONSE
20th September 2016

Early Years National Funding Formula Q1 – 7 (DfE Consultation pages 25 – 32)

1. • Should there be an early years national funding formula (to distribute money from central government to each local authority)?

Yes - it is important to consider all areas in the reform of school funding.

2 • To what extent do you agree with the proposed funding floor limit, so that no local authority would face a reduction in its hourly funding rate of greater than 10%?

There is concern that the reduction of 10% (or 5% a year) is too much and will be implemented too quickly, without understanding the implications for providers / LA's

3. Considering a universal base rate of funding which does not vary by local area

3a • Should a universal base rate be included in the early years national funding formula?

Yes, although there are cost differences between different providers across the sector.

3b • Is 89.5% of overall funding the right amount to channel through this factor?

This should be the basis of the majority of funding for LA's, however it is not clear how the amount of 89.5% has been determined

4 Considering an additional needs factor...

4a• Should an additional needs factor be included in the early years national funding formula?

Yes

4b • Do we propose the correct basket of metrics?

The metrics should also include Looked After Children

4c• Do we propose the correct weightings for each metric?

No. The Schools Forum Working Group consider less weighting should be given to costs associated with English as an Additional Language (at the age of 3 children respond to languages quickly) and greater weighting should be given to SEND, even after allowing for the Disability Access Fund.

5 Considering an Area Cost Adjustment ...

5a• Should an Area Cost Adjustment be included in the early years national funding formula?

Yes there are regional differences in costs of staff and of premises

5b • Should the ACA be based on staff costs (based on the General labour Market) and on nursery premises costs (based on rateable values)?

Yes

5c• Do we propose the correct metrics and weightings?

No the working group are concerned by the weightings which appear to overstate regional differences and that by maintaining a high ACA it will keep low levels of pay in other areas across the country.

The ACA for nursery premises relates to core costs within the base rate only, it should not apply to additional needs.

6 To implement the increased hourly rate for the two-year old free entitlement...

6a • Should we retain the current two-year-old funding formula?

Yes and should be ring-fenced.

6b • Should we use the additional funding secured at the spending review to uplift local authorities' allocations based upon this?

Yes

7 Considering the Dedicated Schools Grant...

• Should the free entitlement be capped at 30 hours for children of eligible working parents and 15 hours for all other children?

This policy will reduce childcare costs for working parents; however a £100,000 salary is a high ceiling to apply. The policy is likely to widen the attainment gap of children and may impact on 2 year old provision. There should be a move towards 30 hours early education for all children.

Local Authority Funding to Providers Q8 – 14 (pages 33 to 44)

8 • Should the Government set the proportion of early years funding that must be passed on to providers?

No. Although it is right that as much funding as possible is passed to providers decisions should be taken locally in consultation with the Schools Forum and Early Years representatives.

9. • Do you think that 95% is the correct minimum proportion of the money that should be passed from local authorities to providers?

No – answer as above

10. Should local authorities be required to give the same universal hourly base rate to all childcare providers in their area?

No. These should be local decisions, taking account of local provision and costs.

11• Should local authorities be able to use funding supplements?

Yes

12• Should there be a cap on the proportion of funding that is channelled through supplements?

No – this should be a local decision.

13 If you agree that there should be cap on the proportion of funding that is channelled through supplements, should the cap be set at 10%?

No – this should be a local decision

14• Should the following supplements be permitted? Deprivation, sparsity / rural areas, flexibility, efficiency, additional 15 hours

Not all – see answers below

14a• When using funding supplements, should local authorities have discretion over the metrics they use and the amount of money channelled through each one?

Yes

14b• If you agree that efficiency / additional 15 hours should be included in the set of supplements, do you have a suggestion of how should it be designed?

An efficiency supplement should not be needed. This should be business driven.

A 15 hours supplement would be useful and may in some cases replace the need for a flexibility supplement.

14c• If you think any additional supplements should be permitted which are not mentioned here, please set out what they are and why you believe they should be included.

LA's should be able to consider formula supplements for English as an Additional Language, Looked After Children and SEND (since most of these will be recognised in the national formula).

In addition although there was no agreement in the working group about supplements for maintained nursery schools it was acknowledged that more than 2 years transition was needed

SEND Questions 15 – 20 (pages 45 to 51)

15• Should there be a Disability Access Fund to support disabled children to access their free entitlement?

Yes – ring-fenced to provide discrete funding for each child.

16• Should eligibility for the Disability Access Fund be for children aged 3 or 4 who are a) taking up their free entitlement and b) in receipt of Disability Living Allowance?

Yes – however it should also be for 2 year olds

17• When it comes to delivering the funding for the Disability Access Fund, is the most appropriate way the existing framework of the Early Years Pupil Premium?

Yes – this gives accountability

18• To what extent do you agree that a lack of clarity on how parents / childcare providers can access financial support results in children with special educational needs not receiving appropriate support? (We mean children who do not already have an Education, Health and Care Plan)

There are other reasons that may affect clarity for example the approach taken by parents and the quality of the local offer.

19• When it comes to establishing an inclusion fund...

19a• Should local authorities be required to establish an inclusion fund?

Yes

19b• Would an inclusion fund help improve the supply of appropriate support children receive when in an early years setting?

Yes

20• When it comes to the SEN inclusion fund, should local authorities be responsible for deciding...

20a• The children for which the inclusion fund is used?

This should be a multi-agency decision

20b• The value of the fund?

In consultation with Schools Forum and partners

20c• The process of allocating the funding?

As above

20d• Where specialist SEN or SEND services are delivered free at the point of use, should they be considered as funding passed directly to providers for the purposes of the 95% high pass-through?

Yes

Transition Questions 21 – 24 (pages 52 to 54)

21• To what extent do you agree with the transition approach proposed for the Early Years National Funding Formula (money distributed from Government to local authorities)?

The 10% target in 2 years is challenging

22• To what extent do you agree with the transition approach proposed for the high pass-through of early years funding from local authorities to providers?

It is important to have sufficient time and flexibility. 2 years is not likely to be long enough.

23• To what extent do you agree that our proposals on the high pass-through of funding from local authorities to childcare providers makes the existing Minimum Funding Guarantee for the early years unnecessary?

Yes

24• To what extent do you agree with the transition approach proposed for introducing the universal base rate for all providers in a local authority area?

This has a significant effect on maintained nursery schools. The transition should be over a longer period and be subject to review

WIRRAL COUNCIL

SCHOOLS FORUM – 28th September 2016

REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES

School PFI costs – Outcome of Consultation

1.0 EXECUTIVE SUMMARY

- . This report summarises the responses received to the consultation with schools and providers regarding PFI costs and the Affordability Gap. The report recommends changes to the School Funding Formula with effect from April 2017.

2.0 BACKGROUND

- . Previous Forum reports have summarised the position with regard to the Wirral Schools PFI project agreement for the rebuild / refurbishment and facilities management of nine Wirral schools and 2 City Learning Centres. The contract is for 27 years and will expire in July 2031.

The budgeted contract payments for PFI in 2016-17 are £12.3m, these are

funded by:	£m
PFI grant	5.5
Individual school contributions	3.9
Schools Budget (central)	2.3
Council Contribution	0.6
Total	12.3

FM costs are subject to periodic review and benchmarking, following which the amount paid may be amended. The first benchmarking exercise has increased the overall FM amounts paid by schools by £0.8m.

The last Forum meeting agreed that the views of all schools and education providers would be sought about the following:

1. A new PFI formula element to recognise the additional costs incurred by PFI schools. Since there would be no additional funding, the change if implemented would lead to a redistribution of existing funding of between £400,000 (risk and profit) and £600,000 (risk, profit and management costs) from 2017-18.
2. That the centrally held budget for the PFI Affordability Gap is fully delegated to 1 Primary School and 8 Secondary Schools from 2017-18. The amount delegated to each school would be based on pupil numbers and would be updated each year. Each of the 9 schools would be required to pay to the Council the amount that has been delegated.
Other than the consultation on PFI Facilities Management there are no other changes planned at this time to the funding or treatment of PFI costs within the Schools Budget.

3.0 RESPONSES RECEIVED

At the time of writing the report 16 responses had been received to the proposal. These were from the following areas:

Secondary – PFI	8
Secondary – Non PFI	2
Primary	3
Special	1
Early Years	2

The low numbers reflect the difficult timing of the consultation paper at the end of the Summer Term. Whilst this was not ideal, it was accompanied by a number of briefings and has enabled a decision to be taken at this meeting.

Looking at the responses received in respect of the first proposal – should any additional PFI Facilities Management Costs be reflected in the formula - there were a range of comments. The proposal was supported by all PFI schools, many re-emphasising their additional maintenance and management costs. Comments from non PFI schools were mixed. Favourable comments were that PFI schools should not be disadvantaged and that FM costs were higher than in their schools, others questioned the fairness of this approach, suggesting that the needs and costs pressures across all education sectors needed to be evaluated, that PFI schools had compensating efficiencies in other areas of the budget and that increases for PFI should not be at the expense of their pupils.

The responses do not give a clear opinion and Forum members may wish to comment on the views of the education areas they represent.

In order to progress this matter the clearest area of additional cost relates to profit and risk within PFI. If these additional costs are accepted this would seem a way forward to progress changes within the School Funding Formula.

The second proposal concerned delegating the PFI Affordability Gap to the 9 schools affected. Most responses were in favour of this approach, with the exception of 1 PFI school who argued there was no case to support these costs within the school budget. This view is not supported either by the EFA or the other responses.

A number of schools have sought re-assurance that the cost of the affordability gap would be fully funded; this area is covered by a standard clause in most academy agreements. In addition comments have been made that Council funding for the Affordability Gap should ensure there is no further burden or negative impact of PFI costs on schools.

4.0 NEXT STEPS

The confirmation from the Education Funding Agency that there will be no initial collection of school funding formula information in October has removed some of the pressure with regards to making formula changes for PFI. Any changes must now be finalised in January 2017.

Changes to school funding should be made taking into account the views of schools and providers. Whilst it is not surprising that most non PFI schools and providers are opposed to any top slice from their existing budgets, this does then create a difficulty in how any change in respect of PFI FM costs should be resourced.

There are 2 alternative sources of funding that can be considered:

1. There is likely to be a reduction and reallocation of combined and central budgets next year, which will be advised by the EFA later this term.
2. There may be headroom available within the budget as in previous years.

Guidance from the EFA confirms that they “expect LA’s to use funding in 2017-18 in accordance with the Regulations. Funding no longer required for Historic Commitments should be allocated to other aspects of the DSG”. Whilst the results from this exercise are not known, it seems likely that some Combined Budgets will be affected. It may be possible therefore to use up to £400,000 funding from these areas.

With regards to the PFI Affordability Gap work would commence this term, advised by Legal Services to review and update where necessary governing body / academy agreements to enable costs to be delegated.

5.0 RECOMMENDATION

1. That the Forum agree to the use of a PFI element within the funding formula, both to reflect additional Facilities Management costs of £400,000 and the costs of the PFI Affordability Gap.
2. That £400,000 is identified firstly from any reallocated central budgets in 2017-18. If this is insufficient costs would be met from Headroom.
- 3 That FM costs are allocated to PFI schools based on building size, not pupil numbers.

Julia Hassall
Director of Children’s Services

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Wirral Schools Forum
28th September 2016

Report of the Director of Children's Services

High Needs Funding and Places 2017-18

1.0 EXECUTIVE SUMMARY

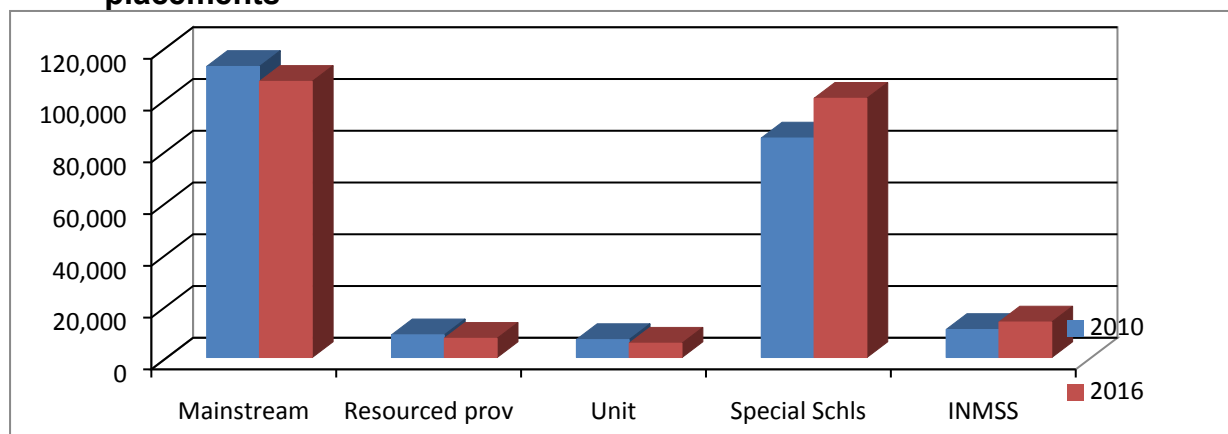
This report summarises the current position of High Needs places and makes recommendations to consult with schools and providers in respect of changes in mainstream specialist provision and special schools with effect from September 2017.

2.0 Background

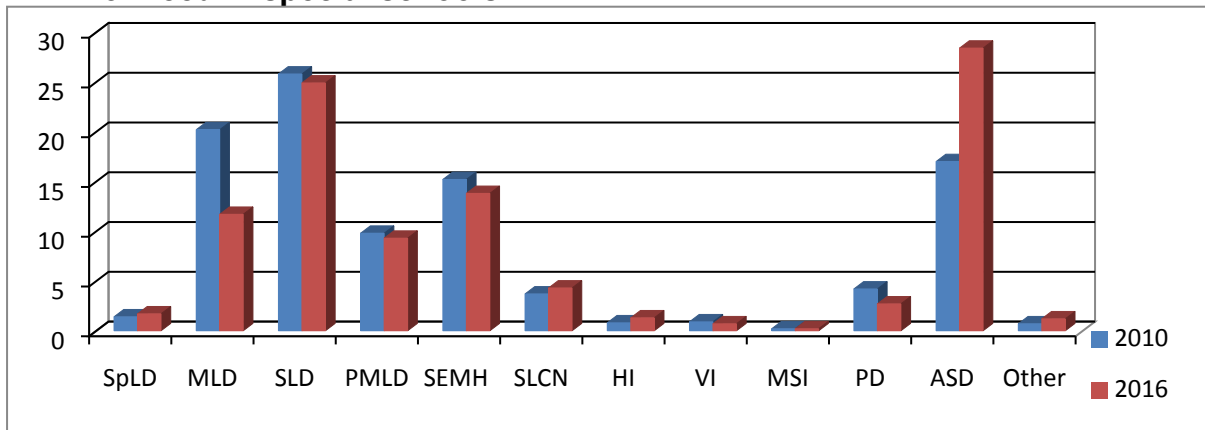
There has been a marked change in placements for SEN Children and Young People since 2010 to 2016. Recent information from the Department for Education highlights the reduction of CYP with EHC plans and statements in mainstream schools, resourced provision and units. This has resulted in the numbers in special schools and independent maintained schools increasing.

There has also been a change in the type of need of pupils with EHC plans/ statements in special schools in the North West. The MLD population has decreased and the ASC population has increased.

Department for Education EHC plans/ Statements- Changes in placements

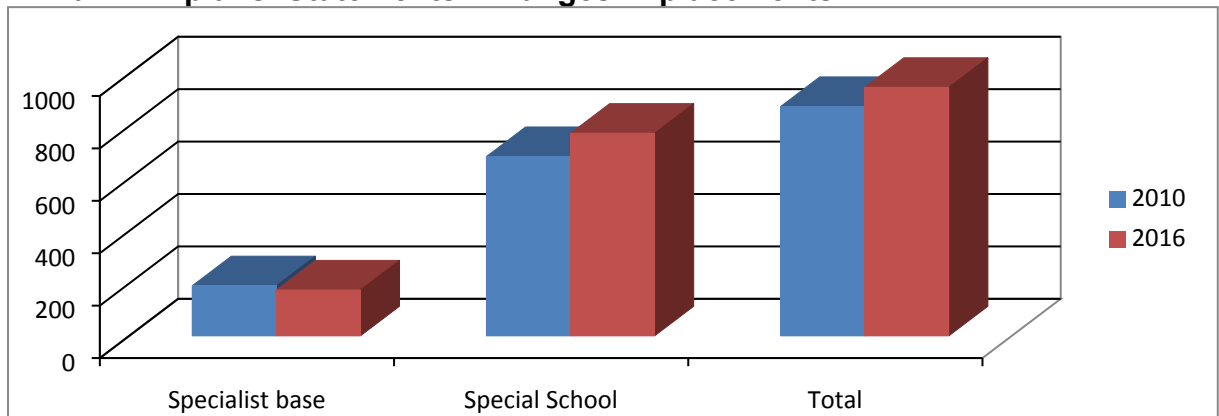


Department for Education %pupils with EHC Plans/ statements by type of need in special schools in NW

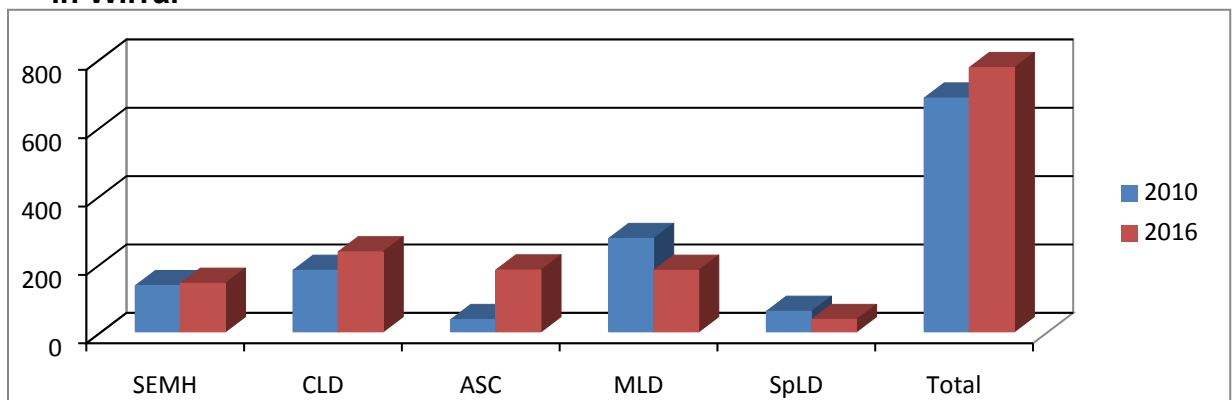


Wirral figures reflect the national picture with a decreasing number of SEN pupils in mainstream resourced provision. There has been approximately a 13% growth in the special school population and an 8% decrease in the specialist base resource population since 2010-2016. However, as Wirral figures in the special school sector were already much higher than the national average, this growth and the overall growth in SEN numbers is placing the High Needs budget under considerable strain. The majority of provision in the Special School Sector and Specialist Base provision is full from September 16.

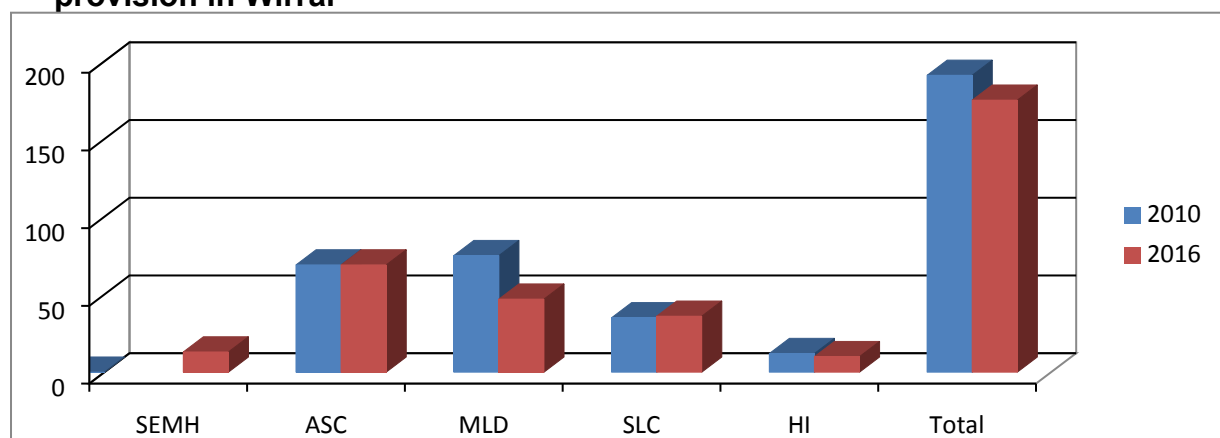
Wirral EHC plans/ Statements- Changes in placements



%pupils with EHC Plans/ statements by type of need in special schools in Wirral



%pupils with EHC Plans/ statements by type of need in specialist base provision in Wirral



2.1 Special School Figures

The two sectors with that have grown considerably since 2010 is provision for Complex Learning Difficulties (CLD) and for Autistic Spectrum Condition (ASC).

2.2 Complex Learning Difficulties

There are currently sufficient funded places to meet demand at primary level. At secondary level the picture is different. Over the past number of years there have been significantly more parents/ carers showing a preference for Foxfield as opposed to Meadowside. Place funded numbers are at capacity at Foxfield whilst Meadowside has 22 unfilled places. The LA is meeting with both schools to address the challenges faced and to consider what options are available.

2.3 Autistic Spectrum Condition

The provision for ASC is located in 2 special primary schools, Hayfield and Orrets Meadow and 1 secondary special school Clare Mount. Hayfield and Clare Mount also cater for pupils with Moderate Learning Difficulties (MLD) and Orrets for pupils with Specific Learning Difficulties (SpLD). The LA over the years has negotiated a reduction in places at these schools for MLD and SpLD to accommodate the growing numbers of ASC pupils. These negotiations to reduce places for MLD and SpLD will continue during this academic year to ensure that the LA has sufficient provision for its ASC population. As all three schools are full, there will be no capacity for the schools to admit MLD or SpLD pupils during 2016-2017 and reduced capacity during 2017-2018. The LA will be supporting these pupils in either their mainstream school or in other specialist provision. The number of pupils on roll at Clare Mount has increased. This is partly because of the growth in ASC pupils and partly because of the growth in pupils remaining for Post 16 provision rather than accessing College Provision. The school is currently funded for 204 pupils with 216 currently on roll. The Authority is proposing to increase the schools' funded places to 216 from September 2017.

2.4 Specialist Provision

The LA has 18 specialist bases, 4 primary and 2 secondary ASC, 2 primary and 4 Secondary Education Inclusion Bases, 3 primary language bases, 2 KS1 SEMH bases and 1 hearing impaired base. Primary and secondary ASC provision is full in September

16 and will need to grow to accommodate the increasing numbers of pupils requiring support in a mainstream setting. The authority is considering increasing primary ASC provision and would welcome interest from schools keen to develop this provision. At secondary the LA is proposing to increase the provision at Hilbre from 15 to 30. Hilbre will offer 11-18 provision for these pupils.

Provision for pupils in the primary EIB bases continues to be predominately full. There are currently 5 spaces and the LA anticipates that these will be filled throughout the year. The picture at secondary is different. There are currently 85 places with numbers on roll in September 2016 being 53. The LA is consulting on the closure of the bases at Birkenhead High and Kingsway Academy bases. The LA has had informal meetings with both schools to outline their thoughts and further discussions will be taking place during this term. The proposed reduction in places will ensure that all funded provision is fully utilised and will allow for a growth in other areas of need. In line with the 2014 Code of Practice these bases will be known as Cognition and Learning -Inclusive Provision.

2.5 Alternative Provision- (AP)

There has been an increase in both fixed term and permanent exclusions from 2014/15 to 2015/16. The rise in permanent exclusions has had a significant impact upon the request for places at Emslie Morgan.

Total number of schools giving fixed period exclusions

Year	Primary	Secondary	Special		Total
14-15	40	19	6		65
15-16	34	17	4		55

Total number of fixed period exclusions

Year	Primary	Secondary	Special		Total	Total no as % of NOR
14-15	240	1228	148		1616	3.3
15-16	218	1542	171		1931	3.9

Total number of pupils given fixed period exclusions

Year	Primary	Secondary	Special		Total
14-15	116	722	74		912
15-16	103	818	66		987

Total number of schools giving permanent exclusions

Year	Primary	Secondary	Special		Total
14-15	2	11	0		13
15-16	3	12	0		15

Total number of pupils given permanent exclusions

Year	Primary	Secondary	Special		Total
14-15	2	39	0		41
15-16	3	45	0		48

The LA has commissioned 80 AP places at Emslie Morgan. It has become apparent over the last couple of years that the number of funded places has been insufficient to meet demand. During the summer term 16 the number of required places exceeded the place number. The May 16 census highlighted that 122 pupils were on roll. The Local Authority is proposing to increase the place numbers at Emslie Morgan to 100.

The Local Authority will be working with schools to reduce the number of exclusions and to reduce the pressure on Emslie Morgan for places.

2.6 Place changes - summary

Proposed Changes in High Needs Places - Maintained and Academy Schools App.x 1

	Pupils Summer 2016	Pupils Autumn 2016	Funded Place Number	Proposed Autumn 2017	Change	Reason
Sp Schools						
Elleray Park	104	111	110	110	0	
Gilbrook	57	48	55	55	0	
Hayfield	112	118	120	120	0	
Orrets	74	73	70	70	0	
Stanley	109	121	120	120	0	
Clare Mount	203	216	204	216	+12	Pupil growth
Foxfield	118	132	133	133	0	
Kilgarth	54	49	55	55	0	
Meadowside	57	53	75	75	0	
Observatory	53	50	55	55	0	
	941	971	997	1009	+12	
Alternative Provision						
Riverside SEMH Base	7	7	8	8	0	
St Michaels SEMH Base	8	8	8	8	0	
WHS	88	60	80	80	0	
Emslie Morgan	122	80	80	100	+20	Pupil growth
	225	155	176	196	+20	
Bases						
Bidston Village EIB	19	21	24	24	0	
New Brighton EIB	10	10	12	12	0	
Dev Park Lang Unit	14	10	10	10	0	
New Brighton Lang Unit	10	10	10	10	0	
The Priory	12	10	10	10	0	

Dev Park ASC Base	16	12	16	16	0	
Eastway ASC	15	16	16	16	0	
Fender ASC	11	14	16	16	0	
Woodslee ASC	8	5	8	8	0	
Townfield HI	10	11	10	10	0	
Bebington	16	20	25	25	0	
Birkenhead	7	4	20	0	-20 (proposed)	Closure
Hilbre High MLD/ASC	13	15	15	30	+15	Proposed increase in ASC/ post 16 provision
Kingsway	11	7	20	0	-20 (proposed)	Closure
Oldershaw	12	12	20	20	0	
Woodchurch ASC	9	15	15	15	0	
	193	192	247	222	-25	
Total	1359	1318	1420	1427	+7	

2.7 Post 16 Provision

Wirral Met College has met with the LA regarding an increase in places and funding for HNS for 2016/17. This was an exceptional request and followed the current Department for Education area based reviews of the post-16 education and training sector. As part of that process, Wirral Met College received feedback that their High Needs provision, although outstanding in quality, may not be cost-effective in terms of the amount they charge for the support they provide to students with SEND, particularly in their Prep 4 Life provision.

The College have therefore undertaken a review and re-structured their charges for support in their discrete 'Prep 4 Life' provision. The additional funding requested is both to increase the number of places as more eligible students have been identified who meet needs thresholds and to increase the level of Top Up funding provided.

The increase in places are from 72 to 109 (£222,000) and top ups in the region of £180,000. The total additional costs being discussed are £402,000 (full year) of which £72,000 has been previously agreed (and reported elsewhere on this agenda).

A further meeting will be arranged shortly, however the HNS block is fully committed for 2016/17. In 2017-18 there will be a request to increase in places to 109 (from 72).

Birkenhead 6th Form College have also indicated their numbers should increase from 60 to 65 from 2017 (£30,000).

3.0 Independent/Non Maintained Special Schools

3.1 Background Numbers

Year	Pupils	Cost £m
01.10	84	3.7
01.11	83	3.3
01.12	80	3.0
01.13	86	3.3
01.14	83	3.0
01.15	90	3.3
01.16	92	3.7

Note the costs from 2013-14 are mainly for top ups (place funding of £10k per place has been deducted and is not included in the overall cost).

Estimated Spend

The estimated spend for those pupils in attendance at Independent/Non Maintained Special Schools is £3,845,992 compared to a budget of spend is £3,689,000 (a potential overspend of £156,992). A significant contribution to this is the costs associated with West Kirby Residential School which has increased due to the enhanced bandings for some pupils and the retention of summer term leavers. The school is now offering pupils at post 16 a range of four options. These are

- A 5 day combined school/ Wirral Met placement
- An apprenticeship course
- An internship
- A one year A level course- transferring to a school/ college to complete their second year

The Local Authority will continue to meet with West Kirby Residential School to discuss post 16 provision. These pupils can have their needs met as part of the Authority's post 16 educational packages and the authority is keen for these pupils to be supported as part of their local community. Should however the uptake for the packages be high, then the estimated spend for the independent and non-maintained sector is likely to increase putting further strain on High Needs Budgets.

4.0 Financial Implications

At the time of writing the report there are potential additional costs that will need to be taken into account as part of the 2017-18 budget. These are as follows:

	Full year	Part Year
	£	£
High needs Places – Schools and Academies	20,000	12,000
Post 16 provision	432,000	422,000
Independent Special Schools	150,000	150,000
Reduction in Reserves	190,000	190,000
Total	792,000	774,000

Whilst there may be some growth in High Needs Funding Allocations announced as part of the schools budget settlement in December, allocations have not previously increased on this scale. In addition there may be other competing areas / demand pressures that may need to be considered.

It is important to understand that increasing places in provision is likely to be at the expense of other High Needs budgets such as “Top Up” funding and that as part of any consultation the questions “How should these changes be afforded?” needs to be asked.

Recommendations

That the Forum

1. Note the report and the pressures described
2. Refer the matter to the High Needs Working Group for further discussion
3. Endorse a Consultation with schools and providers to the place changes described

Julia Hassall
Director of Children Services

Wirral Schools Forum
28th September 2016

Report of the Director of Children's Services

Behaviour Support 2015/2016

1.0 EXECUTIVE SUMMARY

This report summarises the current position of Behaviour Support offered both by the Local Authority and by 2 of the 3 SEMH schools.

2.0|Background

The Local Authority and Schools Forum have allocated three separate funding streams to support CYP in mainstream schools with behavioural difficulties.

The three funding streams are:

LA Behaviour Support Service	£56,030
Gilbrook Outreach Service	£149,578
Kilgarth Outreach Service	£60,566
Gilbrook Exclusion Base	£60,000

2.1 LA Behaviour Support Service 2015-2016

	Expenditure
Managed Moves	£14,000
SEMH Bases	£12,860
Home Education	£14,805
Exceptional Circumstances	£10,500
Total	£52,165

Managed Moves

At primary level 4 managed moves were organised with the following outcomes:

- The child from the SEMH base returned to the base, where his needs were formally assessed. This resulted in him being moved to specialist provision.
- One of the children remained in the new school for 1.5 terms before being transferred to an SEBD base.
- The other 2 children have remained in their new schools.

Total: £14,000

SEMH Primary Bases

There are two bases and each is funded for 8 pupils. The provision is for KS1 pupils with the emphasis on the pupils being identified early. The early intervention programme aims for these pupils to be re-integrated into mainstream

provision. One of the bases does offer some KS2 provision. This is only accessed by those pupils who are not ready to be re-integrated back into their local school. The additional funding costs for this provision are outlined below.

£6500 Additional TA

£6,360 Pupil over numbers

SEMH Base 1:

2 children have returned to mainstream

1 child has moved out of area

2 children have transferred to specialist provision

SEMH Base 2:

One child has returned to mainstream

1 child has transferred to specialist provision

Total: £12,860

Home Education

10 children have received home education. This has been provided for those pupils with particular behavioural difficulties that have inhibited them from accessing school based education. This is used in the rarest of cases and often whilst children are going through the statutory assessment process. This is currently provided by Wirral Hospital School at an additional cost to the funded LA Home Education Service that they provide for.

Total: £14,805

Exceptional Circumstances –

One primary school received £4,500 to support 3 pupils with exceptional needs in school

One SEMH primary base received £4,000 for a child with exceptional needs

One primary school received £2,000 for a child with exceptional needs

Total £10,500

4 Gilbrook Social Emotional Mental Health Outreach Service 2015-2016

Budget Allocated	£149,578
Number of Teachers Employed	2 teacher support
Number of Teaching Assistants Employed	2 Teaching Assistants
Total Staff Cost	£150,258
Additional Costs	£1,500 – petrol £10,938 – SLT/SENCO support £4,520 – Admin support, phones, ICT £900 Photocopying, resources £700 CPD In addition use of office space and utilities.

	Access to school based expertise Access to training with all staff Access to all school based resources
--	--

Summary of Support	
Number of Schools Supported	60
Number of pupils Supported	320

5.1 Background

A team of teachers and teaching assistants from Gilbrook Primary SEMH Special School are available for consultation, advice, training and support regarding Social and Emotional issues.

5.2 Gilbrook Outreach Aims

- To work with colleagues in primary schools to support strategies for children demonstrating social and emotional and mental health difficulties within their own schools.
- To enable pupils with emotional and social difficulties to be supported within their mainstream schools.

5.3 Referral pathway

All schools access Gilbrook Outreach by completing the 'Request for Support' Form and faxing or emailing it to Gilbrook School. Forms are available from Gilbrook School.

All new requests are discussed at the weekly case meeting held each Monday and delegated to a member of the team to respond.

Gilbrook Outreach is committed to

- Focusing on preventative work to ensure that needs are identified as quickly as possible and that early action is taken to meet those needs.
- Developing approaches that embed co-operative multi-disciplinary working between all agencies.

Core work

Typical work activities include:

- Consulting and advising school staff
- Promoting an understanding of the context and environment which influence a child's well-being
- Observing children in the contexts in which they play and learn
- Assessments/interviews with children to gain understanding as to the child's emotional and social and mental health
- Developing and supporting strategies to address the child's needs - providing 'in class' modelling and support when required

- Writing recommendations on action to be taken and contributing professional advice
- Attending meetings involving multi-disciplinary teams, and parents/carers, on how to best meet the social, emotional and behavioural needs of the child.
- It is very much the intention that the Outreach Team supports the staff to assist the children however some children are best supported with group or individual programmes delivered by the Outreach Team. These include:
 - Circle of Friends
 - Friendship Groups
 - Anger Management
 - Solution Focused 1:1 support
 - Seasons for Growth
 - Peer Mediation

When a case is closed schools are required to evaluate the support. This is decided by mutual agreement with staff involved and Outreach staff when no further work is required or no further impact is measurable.

5.4 Service Monitoring Data

- Gilbrook teaching staff have responded to all requests for support within 3 weeks from the case meeting date and arranged support within a further 3 weeks.
- In April 2015 124 cases were open to Gilbrook Outreach with 48 schools.
- Since April 2015 173 cases have been closed and 136 cases are currently open with 44 schools.
- The length of time given to each case is variable and dependent on need - ranging from a 1 hour staff meeting to a more involved case requiring long term support.

5.5 Evaluation and Impact

- Of the 173 closed cases, 67 evaluation forms have been returned.
- Judgements of effectiveness are based on a rating of 1 – 5; where 1 is not very useful and 5 is very useful. The average rating of the returned forms is **4**
- Schools have reported 39 cases where outreach work has led to the prevention of an exclusion, some have not and some pupils were not at risk of exclusion. 15 cases were closed following the child receiving an EHCP for Gilbrook School, with 2 moving to other special provision.

The monitoring and evaluation of Gilbrook Outreach Support provides the evidence to support both aims:

- To work with colleagues in primary schools to support the management of children with challenging behaviour within their own schools.

- To enable pupils with emotional and social difficulties to be supported within their mainstream school

5.6 Future

Gilbrook Outreach will continue to respond to all referrals from Wirral Primary Schools. All advice and support will be given following Wirral's SEN Code of Practice, and include liaison with other agencies and other professionals working within the LA. In the future we hope to increase levels of pre-emptive work and develop pupils' emotional literacy and learned optimism.

5 Kilgarth Outreach Support – Evaluation Report September 2015/16

Budget Allocated	£60,556
Number of Teachers Employed	0
Number of Keyworkers Employed	1
Total Staff Cost	£31,778
Additional Costs (please specify)	Mileage £1386 CPD £650 Supervision and support £1200 Reprographics and administrative support £240 Resources £195 Whole school behaviour modification and management training (Meeting the Challenge) £1500 Attendance at multi agency meetings £200

Summary of Support	
Number of Schools Supported	12
Number of pupils Supported	207
Number of Total Sessions Provided to Schools	Approximately 310 half day sessions equating to approximately 1240 sessions with young people.

6.1 Introduction

Kilgarth School's Outreach Service is available for students in Wirral secondary mainstream schools who may be disengaged, disaffected and presenting with challenging behaviours. The support is designed to engage with some of Wirral's most vulnerable young people and facilitate their engagement with their

learning in order to reach their full potential. Weekly sessions are offered to schools and can be delivered as 1:1 sessions with individual pupils or in small groups. Kilgarth School's lead Outreach Worker has worked with vulnerable young people for over twenty years and has a counselling qualification awarded by the Counselling and Psychotherapy Central Body.

Additional members of Kilgarth School's highly experienced staff team also provide support to the Outreach Service and offer additional opportunities including whole staff training and other CPD opportunities, which can be considered on a case by case basis.

6.2 Referral pathway and communication with schools

All schools are able to access Kilgarth's Outreach Service by use of an electronic referral form which is supplied to every school. It is returned by email, fax or delivered by hand at the next visit. Cases are closed after discussion with the students concerned and the staff who made the initial referral. Some students have their case closed but are on a list for occasional on-going support sessions on an 'as needed' basis or slotted in if another student is absent. During the week schools are able to access the lead Outreach worker to communicate any concerns or information that is pertinent to the next session. Emails come through to my phone and they can ring my mobile or leave a message at Kilgarth Office who will notify me immediately.

Core work

Sessions are tailored to individual students' needs and can include:

- Consulting and advising school staff.
- Behaviour management.
- Group work eg last year we set up a support group for pupils who had with a parent with a terminal illness.
- Student counselling in a 1 to 1 confidential setting.
- Anger Management techniques.
- Stress/Anxiety.
- Self harm/education sabotage.
- Friendship issues/internet trolling
- Coping with divorce.
- Safeguarding.
- Crime prevention.
- Communication.

- Helping staff to develop strategies for use in the class room.
- Attending and contributing to multi-agency meetings such as MASH, Child Protection, and Child in Need and Team around the Family meetings.
- Providing feedback and reports to schools to assist managed moves, CAMHS referrals etc.

Incorporated into all of the above is information and techniques relating to meditation, relaxation, happiness and wellbeing for students, often with parental involvement.

6.3 School

The programme is tailored to the needs of the school. Some students are seen weekly and where school need is greater on a bi-weekly basis. In general the student's programme is designed to last 6 weeks but is altered to suit individual needs. Kilgarth staff will respond to all requests for services within 1 week.

School	Number of pupils registered for Kilgarth's Outreach Service	
Bebington High Sports College	Term	
	Autumn	9
	Spring	4
	Autumn	7
	Total	20
Wirral Grammar School Girls	Term	
	Autumn	8
	Spring	5
	Summer	7
	Total	20
Hilbre High School Humanities College	Term	
	Autumn	6
	Spring	7
	Summer	6
	Total	19
Pensby High School	Term	
	Autumn	6
	Spring	7
	Summer	8
	Total	21

Mosslands School	Term Autumn 9 Spring 11 Summer 11 Total 31
Woodchurch High School Engineering College	Term Autumn 9 Spring 7 Summer 9 Total 25
The Oldershaw Academy	Term Autumn 5 Spring 5 Summer 4 Total 14
St John Plessington Catholic College	Term Autumn 6 Spring 3 Summer 7 Total 17
Ridgeway High School	Term Autumn 7 Spring 10 Summer 13 Total 30
St Mary's Catholic Aided College	Term Autumn 9 Spring 6 Summer 5 Total 20
In total, 10 schools have benefited from the Outreach Service	207 pupils have engaged with Outreach Service

Students have been supported for a variety of issues including:
self-harm
anxiety
anti-social behaviour

anger management
bullying
cyber-bullying
bereavement
family illness
gender identity issues.

6.4 Evaluation and Impact

Of 200 closed cases 121 evaluation forms have been returned. Judgements of effectiveness are based on a rating of 1 to 5, ranging from 1 - strongly disagree to 5 - strongly agree. The average weighting on the returned forms is 4.

Comments from evaluation forms/letters:

Kilgarth Outreach Service at Ridgeway High School

Ridgeway High School has used the Kilgarth Outreach Service for a number of years. Over the last 2 years, in my capacity as SENCo, I have been responsible for overseeing the provision and evaluating its impact.

The students at Ridgeway have definitely benefitted from having an independent person with whom they can discuss issues at school. They have reported feeling more supported – they find it hard to discuss issues they have with staff with other Ridgeway staff - and able to be open and honest about their behaviours and getting support without facing consequences. Diane is particularly calm and reassuring whilst being very honest with the students about what is and is not acceptable both in school and at home.

Communication between myself and Diane has been excellent; I have shared relevant information and she has offered advice and strategies whilst respecting the child's confidence.

Although the students who have used this service obviously still experience some problems with anger and frustration, they do have a bank of strategies to manage their behaviour better and staff have witnessed them using these strategies.

Feedback from parents has been positive; they feel that their children do benefit from having someone impartial to talk to.

Sue Pelter
SENCo
14 July 2016

Kilgarth Outreach Service – Emma Price (Inclusion Manager/SENCO) Pensby School

The Kilgarth Outreach service has been invaluable to our school. Diane Blake has been our outreach worker. Her commitment, professionalism and engagement with our students have been second to none. She goes above and beyond to support the students and the staff- including the attendance of meeting outside of her allocated hours. Diane liaises with the key member of staff in school on a regular basis and her expertise is highly valued. She has built

positive relationships with the students she has worked with, and has given them strategies to make changes in their lives. She genuinely cares about their welfare and shows a true interest in them as individuals. Thank you for the service provided this year. It is appreciated by the staff, students and parents of Pensby High School.

Quotes from pupils:

“It has helped me control my anger better and I am better at recognising my feelings and made my Mum proud.”

“I now have a good relationship with important people to me and it has helped my life in school.”

“Talking about my problems helped as it got it out of my head”

“I have learnt to relax and meditate and that has helped me in my exams. My Mum like the guided meditations I was given and sometimes we do them together as she is not well.

Future developments

To develop the referral, reporting and evaluation systems.

To use the new CPOMs secure confidential recording system.

To develop good practice with Gilbrook staff.

6 Gilbrook Exclusion Base

Budget Allocated	£60,000
School Revenue	£4,485
Number of Pupils	13
Number of Days	69
Total Staff Cost	£48,526
Additional Costs (please specify)	£2,250 – admin £2,734 - SENCO/SLT support In addition resources, utilities etc

7 Recommendation

The Forum notes the report

WIRRAL COUNCIL

WIRRAL SCHOOLS FORUM - 28th September 2016

REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES

AMALGAMATION OF PENSBY HIGH SCHOOL FOR BOYS AND PENSBY HIGH SCHOOL FOR GIRLS

EXECUTIVE SUMMARY

This report updates the Schools Forum on a request to the Education Funding Agency for Pensby High School to retain their combined lump sum formula funding in 2017-18. This request will give the school an additional protected amount of £40,000 in their 2017-18 delegated budget.

BACKGROUND

In September 2014, the Governing body of the Pensby High Schools Federation approached the Council to ask to begin a formal consultation on the amalgamation of the two schools to form a single mixed sex school in Pensby.

The reasons given by the Governing body were:

- The impact the decrease in pupil numbers in each school is having on providing the broadest curriculum offer, the best teaching and learning and therefore outcomes for students;
- Numbers across both schools have fallen and will not increase to the pupil admission number of 150 for each school in the foreseeable future if at all;
- The current numbers in each school mean the schools on their present separate but adjacent sites are financially unsustainable.

In November 2014, Cabinet approved a six week public consultation be held on the proposed amalgamation of the two schools, through closure of Pensby High School for Boys, and changing the gender intake of Pensby High School for Girls to form a mixed sex secondary school in Pensby.

In March 2015, Cabinet approved the following proposals:

- 1) The closure of Pensby High School for Boys from 31st August 2015
- 2) A prescribed alteration to the gender intake of Pensby High School for Girls from 1st September 2015.
- 3) That the Director of Children's Services be authorised to take all necessary steps to publish these proposals and ensure the prescribed procedures are followed in furtherance of the proposals.

SCHOOL FUNDING

In 2016-17 School Funding Guidance says that where schools have amalgamated they will retain 85% of their combined lump sums in the following year. This has been the case for Pensby who have received £170,000 in 2016-17 i.e. £70,000 above the existing single school Lump Sum entitlement.

In doing this the additional funding helps to take account of costs in school following amalgamation, such as premises, reorganisation or ongoing restructuring, all of which have been and are factors at the school.

In 2017-18 guidance says Local Authorities may apply to provide a second year of protection. Applications must specify the level of protection sought, "although in general we would not expect the additional protection to exceed 70% of the combined lump sums".

At the July 2015 meeting the Forum endorsed a second application to the EFA, but on the basis of protecting 85%. It is proposed that a revised approval is sought on the basis of 70%; recognising that whilst this will provide additional funding for the school, it will defer the redistribution of £40,000 within the Schools Funding Formula for a further 12 months.

RECOMMENDATION

Schools Forum supports the proposal that there is an application to the Education Funding Agency (EFA) for a revised Exceptional Sum Factor for Pensby High school using 70% of the schools combined lump sums in 2017-18.

Julia Hassall
Director of Children's Services

WIRRAL COUNCIL

WIRRAL SCHOOLS' FORUM 28 September 2016

REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES

Scheme for Financing Schools – Update

EXECUTIVE SUMMARY

This report sets out a number of areas where the Scheme for Financing Schools has been updated

Revisions to the scheme

Local Authorities are required by the Department for Education to agree and publish Schemes for Financing Schools. The Scheme is a document setting out the financial relationships between the LA and the Schools they maintain. In 2015 schools were consulted about 2 changes to the scheme that were directed by the DfE as set out below:-

- 2.9: A requirement for maintained schools to publish a register of the business interests of their governors, along with any relationships to staff.
- 3.6: Clarification that borrowing includes the use of finance leases and is not allowable, unless approved by the Secretary of State. Currently only Salix loans have such approval.

The consultation also included a revision to the section on arrangements for Procurement. Paragraph 2.10.1 (c) sets out the purchasing, tendering and contracting requirements for schools to seek 5 tenders and quotes (instead of 3). Responses from the consultation advised an amendment:-

- (c) to seek **three tenders or quotations** in respect of any contract with a value exceeding £10,000 in any one year.

Since then the LA's Contract Procedure Rules have been updated and a minor update to the Scheme's Procurement section is needed for maintained schools:-

- c) to seek a minimum of **three quotations** in respect of any contract with a between the values of £10,000 to £49,999.99 in any one year.
- d) to seek a minimum of **five quotations** in respect of any contract with a value exceeding £50,000 in any one year.

Other Changes

DfE guidance enables LA's to charge schools for the cost of administering school admission appeals – where these costs have already been delegated to schools.

There are no plans to amend the scheme for this at this time. If this is reconsidered at a later date schools will be consulted before any change is made.

Recommendation

That Forum notes the report.

Julia Hassall
Director of Children's Services

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WIRRAL COUNCIL

WIRRAL SCHOOLS' FORUM – 28th September 2016

REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES

Wirral Schools Forum Membership

1. EXECUTIVE SUMMARY

This report summarises the representation on Schools Forum, and advises on terms of office, current vacancies and arrangements for electing new members.

2. Schools Forum Current Representation

The schools forum has 30 members made up as follows:-

Table 1

5	Primary Headteachers
5	Primary Governors (1 vacancy)
1	Secondary Headteachers
1	Secondary Governors
1	Special Headteacher
1	Special Governors
1	Nursery Representative
15	Total Schools Membership
7	Academy Representatives (1 vacancy)
1	Pupil Referral Unit (EMA)
8	Total Academy Membership
1	Non-teacher representative
1	Teacher representative
1	Catholic Diocese
1	Church of England Diocese
1	Further Education
2	PVI Early Years Providers
7	Total Non-Schools Membership
30	Total Membership

3. Membership changes

Regulations governing the forum requires school/academy membership to take account of pupil weighting. Table 2 below details the total pupils in each school phase and the required number of school and academy forum members. The current membership is in accordance with these ratios:-

Table 2

Phase	Pupil Numbers (Jan 2016 Census)	Forum Representatives
Primary	24398	10
Secondary	5,636	2
Academy	16,290	7
Total	46,190	19

4. Schools Forum Terms of Office

Generally forum members are elected to serve a 4 year term of office. The table 3 identifies when the current terms of office expire.

		2012-2016	2013-2017	2014-2018	2015-2019	2016-2020	Total
Total Membership							
5	Primary Headteachers		1	1	2	1	5
5	Primary Governors		1	1		2	4
1	Secondary Headteachers					1	1
1	Secondary Governors				1		1
1	Special Headteacher				1		1
1	Special Governors				1		1
1	Nursery Representative					1	1
15	Total Schools Membership						
1	Academy Pupil Referral Unit (EMA)					1	1
7	Academy Representative	1	3		2		6
8	Total Academy Membership						
1	Non-teacher representative					1	1
1	Teacher representative			1			1
1	Catholic Diocese				1		1
1	Church of England Diocese				1		1
1	Further Education	1					1
2	PVI Early Years Providers	1			1		2
7	Total Non-Schools Membership						
30	Total Membership	3	5	3	10	7	28

5.Changes to Membership

There are currently a primary governor vacancy and an academy representative vacancy due to resignations. There are 3 terms of office due for renewal at the end of September. Representation is currently being sought for all 5 positions.

There have been a number of new members since the last report in April, as follows:-

Nursery Representative - Michael Forber, Headteacher of Somerville Primary and Nursery School.

Non-teaching Representative - Steve Bennett, Unison Representative.

PRU Representative - Jane Goalen, Headteacher Emslie Morgan Academy

Secondary Headteacher – Tony Taylor, Headteacher Ridgeway High School

6. Election Process for Governor Representation

The process for nominating and electing Primary Governors onto the Forum has been updated and is detailed below:-

There are 5 primary, 1 secondary and 1 special governors on the Schools Forum. The governor representatives are nominated and elected through the Wirral Governors' Forum, although the process is managed by the Forum Co-ordinator. The process is as follows:-

- A letter and nomination form is e-mailed to all maintained schools on behalf of the Wirral Governors Forum requesting nominations from the specific groups of governors by a specified date.
- The Nomination form requests name, nominated by, school at which they are a governor, signature, date and contact details.
- The form also requires the nominee to complete a brief description (no more than 100 words) of what they can offer to the Forum. The information will be used if an election is required. Only the first 100 words will be included in the ballot paper.
- If there are more nominations than vacancies an election will be carried out.
- Ballot papers will be sent to governing bodies via the school office e-mail address, listing each nominee and the brief description of what they can offer to the Forum.
- Each governor has 1 vote. If a governor sits on more than one governing body they may only vote at one school.
- Ballot papers must be completed by each governing body and returned by date specified. Late returns will not be counted.
- The nominee receiving the most votes will be appointed as the representative.

RECOMMENDATIONS

1. The Forum notes the report.

Julia Hassall
Director of Children's Services

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**WIRRAL SCHOOLS FORUM – 28th September 2016
WORK PLAN**

Meeting Date	Wed 18 th January 2017	Wed 26 th April 2017	Wed 5 th July 2017	Sept/Oct 2017
				Elect chair & vice chair
Budget	Schools Budget 2017-18 Changes to Schools, High Needs and Early Years funding formula Budget monitoring De-delegation of budgets Update on School Balances	Schools Budget update 2017-18 Schools Budget provisional outturn Update on School Balances	Schools Budget Outturn 2016-17 School Balances and Reserves School Budget Monitoring	Budget monitoring Update on School Balances
Consultation	National Funding Formula for Schools, High Needs and Early Years	National Funding Formula for Schools, High Needs and Early Years		
DfE Regs & guidelines	School Finance Regulations			Scheme for Financing Schools
Working Groups	School Formula High Needs Early Years	School Formula High Needs Early Years	School Formula High Needs Early Years	School Formula High Needs Early Years
Other	School Contracts MEAs Update Free School Meals eligibility update Academy update	School Admissions Early Years Traded services Arrangements for High Needs /SEND Arrangements for Alternative Provision	De-delegated services <ul style="list-style-type: none"> • Contingency • Special Staff Costs • Library Service • Insurance • FSM eligibility • Behaviour Support UIFSM's	Membership Combined budgets PPM and PFI budgets Other central budgets High needs places Traded services Behaviour Support School place planning

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