



Wirral Schools Forum

Date:	Thursday, 17 May 2018
Time:	6.00 p.m.
Venue:	Committee Room 1

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AGENDA

1. **MATTERS ARISING**
2. **MINUTES OF THE MEETING HELD ON 17TH JANUARY 2018
(Pages 1 - 6)**
3. **EDSENTIAL BUSINESS PLAN (Pages 7 - 8)**
4. **HOME TUITION UPDATE AND CHARGING POLICY**

To follow
5. **EARLY YEARS UPDATE (Pages 9 - 12)**
6. **HIGH NEEDS FUNDING ARRANGEMENT (Pages 13 - 34)**
7. **HIGH NEEDS REVIEW PROPSALS**

To follow
8. **UPDATE ON SCHOOL BALANCES (Pages 35 - 38)**
9. **SCHOOLS BUDGET UPDATE 2018-19 (Pages 39 - 46)**
10. **THE GROWTH FUND (Pages 47 - 48)**
11. **SCHOOL FUNDING LETTER TO THE SECRETARY OF STATE
(AR) (Pages 49 - 50)**

- 12. SCHOOLS BUDGET PROVISIONAL OUTTURN 2017-18 (Pages 51 - 58)**
- 13. MEMBERSHIP UPDATE (Pages 59 - 60)**
- 14. WORKING GROUPS FUTURE DATES**
 - Early Years Group - 4th June
 - Formula Group
 - High Needs Group
- 15. WORKPLAN (Pages 61 - 62)**
- 16. ANY OTHER BUSINESS**

WIRRAL SCHOOLS' FORUM

17th January 2018

MINUTES

Present: Adrian Whitely (Chair)

Schools Group

F Allen (deputy)	M Forber
P Arrowsmith (deputy)	L Ireland
L Ayling	H Johnson
S Baker (Vice Chair)	T Kelly
M Bellamy	N Lightwing
J Billinge	R Mahony
K Brown	E Neal
J Bush	D Spencer
B Cassidy	T Taylor
L Eaton (deputy)	V Woods

Non-Schools Group

M Bulmer	A Donelan
S Bennett	

In Attendance:

S Allen	M Morris
S Ashley	A Roberts
P Boyce	A Rycroft
A Davies	S Talbot
R Edwards	

Apologies:

B Chadwick	Cllr C Meaden
S Davies	Cllr B Mooney
Cllr P Hayes	N Prance
S Higginson	K Podmore
I Harris	T Quinn
S Jamieson	

1. Minutes from the Meeting held on 13th December

The minutes from the meeting were accepted as a true record.

2. Matters Arising

There were 2 amendments to the minutes as follows:-

- a. Minute 5g (Schools Funding and Formula) - Forum agreed to use element 2 funding in schools for Hearing and Vision from September 18 and develop a *Traded Service* through the High Needs working Group. 9 for, 5 against, 4 abstentions.
- b. Minute 7 resolution II (Transfer of Teacher Conditions from Academy Schools to Maintained Schools) - Forum agreed the terms and conditions of teachers in line with *all* school staff. Unanimous.

3. MEAS Update

Anna Turnbull updated the Forum on the MEAS SLA for the 2017-18 financial year and their service priorities for 2018-19. MEAS are working with 9 further schools this year and the team will continue to develop their service to meet school needs.

The team have been involved with re-settling 50 Syrian refugee children in Wirral schools. The children have a positive outlook to learning and their English is progressing well.

Mayor Ann McLachlan is supporting a new initiative to celebrate Spiritual, Moral, Social and Cultural development in schools with an event to be held on 23rd April 2018

Resolved

Forum thanked MEAS for their work and noted the report.

4. Review of High Needs in Wirral

Margaret Morris informed the Forum of the purpose of the High Needs Review and the current consultation on the recommendations that have arisen.

The Review has broadly identified the following:-

- The number of pupils with SEN statements/EHCPs is higher than Wirral statistical neighbours.
- The number of pupils within special schools has increased significantly since 2007.
- There is a need to invest in a wider range of provision including mainstream schools and resourced provision.

A consultation on the review paper and initial proposals is open until the 16th February and is requesting views of schools. This will be reported to Cabinet in March prior to a formal consultation with all stakeholders

The Special Headteacher representative requested the statement below be included in the minutes:

We have significant concerns around the recommendations in this report. Whilst we welcome a strategic steer to ensure high Needs expenditure is focused towards the most vulnerable children, we would have appreciated the opportunity to engage in the initial review to inform the report.

Resolved

Forum noted the report

5. Schools and High Needs Funding Formula 2018-19 Update

Andrew Roberts reminded Forum that the outcome of the previous meeting was that no decision had been taken with regard to the School Funding Formula. This latest report set out the options for members to consider with regard to the High Needs top slice and schools funding. Where a top slice is agreed members were asked their views on maintaining the existing funding formula or introducing a transitional formula with some National Funding Formula elements. Where a top slice is not approved members were asked to comment on their preferred option including a move straight to the National Funding Formula. Finally a change to the previous recommendation taken on High Needs places was also discussed.

Resolved

Forum members agreed:-

- a) A 0.5% top slice from the Schools Budget to support the implementation of the High Needs review.
- b) A transition formula introducing some elements of the NFF. (Option 4)
- c) Headroom is allocated evenly over all funding elements.
- d) The PFI element is in line with the contract inflation provision.
- e) The Unit value of the LAC element is reduced to take account of the increase in LAC pupil premium from April 2018.
- f) To withdraw recommendation 5e from December 2018 forum minutes concerning special School Places and replace with “a reduction of 8 places at Birkenhead 6th Form college and increase 2 places at Wirral Met College from Sept 18.”

The Forum chair requested the following statement to be included in the minutes on behalf of primary and secondary head teachers:-

Given that this decision has been so difficult to make, and that (although agreement has eventually been reached) there are widely held concerns regarding the capacity to deliver a cost effective solution that meets the needs of all Wirral pupils within the 2020 timeframe. I have been asked to ensure that Forum and Cabinet notes the following:-

- That we acknowledge that this is a one year agreement and that before any decision is made to agree the second year's top-slice, that both primary and secondary Headteacher groups will have the evidence necessary, in sufficient time, to make an informed decision.
- That the high needs working group reports to forum on the outcomes of the consultation and that an implementation plan, with clearly identified performance indicators is agreed with all stakeholders.
- That the action plan is closely and regularly monitored by the working group, reported back to primary and secondary Headteacher groups and is discussed as a standing item on the forum agenda.
- That the High Needs working group is fully representative across the LA.

6. Schools Budget 2018-19

Shaun Allen outlined the schools budget for 2018-19 highlighting the following changes:-

- The DSG will now include an additional Central Schools Service block
- The NFF will be introduced as the basis for funding LA's from April 2018

- The Schools block will be ring-fenced with the flexibility of 0.5% transfer to high needs
- The early years block will include a full year funding for the 15 hour extension.
- The High needs block will increase by £0.8m
- A flexible MFG can be set up to +0.5% for local discretion.
- Looked After Child (LAC) and Post LAC Pupil Premium will increase to £2300.
- There is a transfer of £4,000 per place from High Needs to mainstream schools to provide pupil entitlement for pupils in Resource Provision. Where this is the case place funding will be reduced from £10,000 to £6000.

There is no change to the contributions to combined budgets.

It is proposed that any unused reserves at the end of the year are used to support High Needs pressures in future years.

Resolved

The views of the Forum will be referred to Cabinet on 19th February.

Forum Members agreed:-

- a) The MFG would be set at 0% for 2018-19
- b) The contribution for combined budgets of £875,600 in 2018-19
- c) That the uncommitted DSG reserves remaining at the end of the financial year 2017-18 are used as a contingency to support High Needs pressures in future years

7. De-Delegation of Budgets

The following budgets can be de-delegated Contingency, Special Staff Costs (including TU facility time), School Library Service, VA Governors Insurance, School Improvement, FSM eligibility, Behaviour Support.

The main changes this year are that School improvement and ESG budgets for general duties reflect a full year costs.

Only Schools Forum members, in their relevant phase, can decide if these areas should be taken out of the formula budget before it is allocated to schools.

Resolved

- a) The Primary Forum Representatives agreed to de-delegate each of the following budgets for the financial year 2018-19:-
 - Contingency
 - Special Staff Costs
 - School Library Service
 - Insurance
 - School Improvement
 - FSM eligibility
 - Behaviour support
- b) Primary Forum Representatives agreed a contribution to former ESG costs for General Duties of £368,846.
- c) The Secondary Forum Representative agreed to de-delegate each of the following budgets for the financial year 2018-19:-
 - Contingency
 - Special Staff Costs
 - School Improvement
 - FSM eligibility

- Behaviour Support

- d) Secondary Forum Representatives agreed a contribution to former ESG costs for General Duties of £60,053
- e) Special Schools Forum Representatives agreed a contribution to former ESG costs for General Duties of £71,101.

8. Schools Balances and Deficit Budgets

This report was deferred to the April Forum Meeting

9. Budget Monitoring 2017-18

Shaun Allen updated the Forum on the expected year end position and underspend of £275,600. The variations with regard to the Schools Budget in the current financial year are:-

- DSG has reduced due to the conversion of 4 primary schools in June 2017.
- Reduction of Early Years Grant to reflect the reduction of take up for 3 and 4 year olds and the slow take up of the 30 hour offer.
- Special Educational needs top ups are projected to overspend by £228k due to additional numbers in schools and increased costs within further education and alternative provision.
- Independent special schools are projected to underspend due to a small reduction in placements and unused funds carried forward from the previous year.

Resolved

Forum noted the report

10. Schools Forum Membership and Structure

Andrew Roberts summarised the current structure of the Forum representation. There is currently 1 vacancy for a Primary Governor Rep that will be re-advertised.

Members can nominate deputies to a meeting if they cannot attend.

The request to increase the membership of Early Years representatives was deferred to the April meeting.

Resolved

Forum noted the report

11. Workplan

The workplan was provided for information.

The dates of the meetings for the current academic year are:-

Wednesday 7th March 2018 (Additional Meeting)

Wednesday 25th April 2018

Wednesday 4th July 2018

12. Any Other Business

There was no other business

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WIRRAL COUNCIL

WIRRAL SCHOOLS FORUM: 17 May 2018

REPORT: MANAGING DIRECTOR, ESENTIAL COMMUNITY INTEREST COMPANY

1. EXECUTIVE SUMMARY

Edsential has had a solid second year fulfilling its mission as a Community Interest Company. We have made a loss versus our business plan, but we are on target to be the sustainable, high quality provider that schools need during these challenging times.

We have continued to reduce our costs to make our services the best value in the region and we have seen a positive impact of our focus on improving quality. For example, school meal uptake has increased by an average of 12% in our schools during the last 2 years.

We have invested considerable time and effort into growing our whole school approach to health and wellbeing, responding to the feedback from schools who want more practical help. We are particularly proud of the mental health training and support we have launched this year. We are closely involved with the new Centre of Excellence for Mental Health in Schools and have been appointed as their partner for the North West of England. It is something that we are passionate about and we will continue to develop new services during the coming year.

We will shortly be consulting with schools on a mechanism for distributing our grant fund, which this year is £50,000. This highlights the key difference between Edsential and other service providers, we are a Community Interest Company and **the money you spend with us stays within the system.**

2. BACKGROUND

Improving outcomes for children and young people, a summary of our scope:

Directly delivered services to children	
Residential and Outdoor Education Service	35,000 pupils
Creative, performing and visual arts service	12,000 pupils
Swimming Service	10,000 pupils
Sports Festivals	3,500 pupils
Arts Festivals	1,229 pupils
Music service	6,500 pupils
Catering Service	28,000 pupils per day

New Services in 2017/18

- **Partnership with Leeds Beckett University**
The Carnegie Centre is the first *Centre of Excellence for Mental Health in Schools* in the UK. Edsential are the North West partner for providing their Mental Health training courses that are quality assured by Leeds Beckett.
- **New Mental Health Offer for Schools**
Developed in partnership with experts in the field. The brochure focuses on prevention of mental health issues, using a variety of techniques to promote good mental health throughout the whole school community. Services are often bespoke to the school and directly delivered to Leaders, staff, families and children and young people.
- **Early Years**
Edsential are now working with 4 Early Years consultants, who are developing new

services. All the consultants have or currently work for Local Authorities and have extensive experience of supporting schools and settings across the North West. Specialisms include SEND, the Outdoor Environment and 0-3 years as well as the key learning areas.

- **Family Cooking Schools**

Now being rolled out following a successful pilot in two Wirral Schools. Delivered by the Catering team in conjunction with the Health and Wellbeing team. Information on the website. Feedback from Families, children and schools has been excellent.

- **Bid Writing Services**

We are working with a Bid Writer to provide both training to school business managers and bid writing support for schools.

Improved and Retained

- The team retained the Food for Life Award, continuing to ensure food is of the highest quality. A 12 % increase in the number of children enjoying a meal - children are enjoying and coming back for more!
- Edsential's Pupil Voice App is now available on android. The app will be placed in all catered schools over the forthcoming year to gain feedback from children on the quality of the service provided.
- Manchester Met University partnership with Edsential will continue until at least August 2019, Sue Calveley will continue to provide SENCO Accreditation. Sue is also now an MMU Fellow.
- Cleaning service is now being offered to Wirral schools. Andrew Allmark is working hard to increase quality and keep costs down for schools. All staff are trained and receive safeguarding training & DBS.
- Training now being delivered where possible in schools (hubs) and as a twilight to keep costs down for schools.
- Due to an increase in demand for Governor Clerking we have recently recruited additional clerks to meet demand. These clerks are all trained and access national accreditation to ensure that they can support governors and the school appropriately and legally, in line with national standards.

Highlights from 2017-18

- **Walliams at the Williams Art Exhibition** – An extraordinary 420 parents, children and teachers attend the event. Many parents had never been in the gallery before – the art work even caught the eye of David Walliams on Twitter, so good was the quality of the work produced. We are looking forward to this year's exhibition 'A Window on the World'
- **PE Festivals** – Over 1400 children have participated in F2 & KS1 festivals. Over 1600 KS2 children have participated in competitions and over 200 parents have engaged in after school clubs targeted at engaging families in regular physical activity. Getting children active! New offer is out and includes PE activities to support Mental Health to enable schools to make effective use of the funding they have available.
- **Duke of Edinburgh** – Edsential are the largest and most successful provider in the North of England. We are rated number 1 in participation and completion rates at Gold, Silver and Bronze. Individual pupils can come through us though. We will be launching the new "junior" DofE scheme this year that is targeted at KS1 & KS2.

RECOMMENDATIONS

It is recommended that the report is noted.

lan.mcgrady@edsential.co.uk

**WIRRAL COUNCIL
SCHOOLS FORUM – 17th May 2018
REPORT OF THE DIRECTOR OF CHILDREN’S SERVICES
EARLY YEARS SUFFICIENCY AND FUNDING UPDATE**

1.0 EXECUTIVE SUMMARY

1.1 The purpose of this report is to inform the School Forum on the sufficiency and take up of 2, 3+4 year free entitlement funding, with a specific focus on the progress of the implementation and roll out of the additional 15 hours free early education entitlement for working families that are eligible.

2.0 CHILDCARE SUFFICIENCY

2.1 There are 440 childcare providers on Wirral. This is an increase of 7 providers since the sufficiency report of 2016.

Table 1.

	Child-minder	Day Nursery	Pre-school	Extended Care	School with F1 provision	School with F1 and 2 year provision
Birkenhead	33	21	4	12	26	8
Wallasey	40	20	7	4	17	8
South and West	123	35	32	25	17	8
Total	196	76	43	41	60	24

2.2 Childcare demand

Two year olds

The national average for number of two year old children eligible for Early Years Funding Entitlement (EYFE) is 40%, Wirral ranges from between 37% to 43% each term. However, in February 2018 the Department for Education (DfE) identified 1223 (33%) of two year olds eligible for EYFE. Subsequently 91% took up the offer. This list was not exhaustive, with the initiation of the Universal Credit process some eligible children were omitted from the DfE list as the family migrated onto a Department for Work and Pensions (DWP) list, which was not notified to the LA. This was a national issue and raised directly with both DfE and DWP at Conference in March 2018.

Three and Four year olds

According to the Local Authority’s funded early education headcount figures from January 2017 to March 2017, Wirral funded 4924 three and four year olds living within the borough, this equates to 97% take up of the offer which is in line with statistical neighbours and above England as an average.

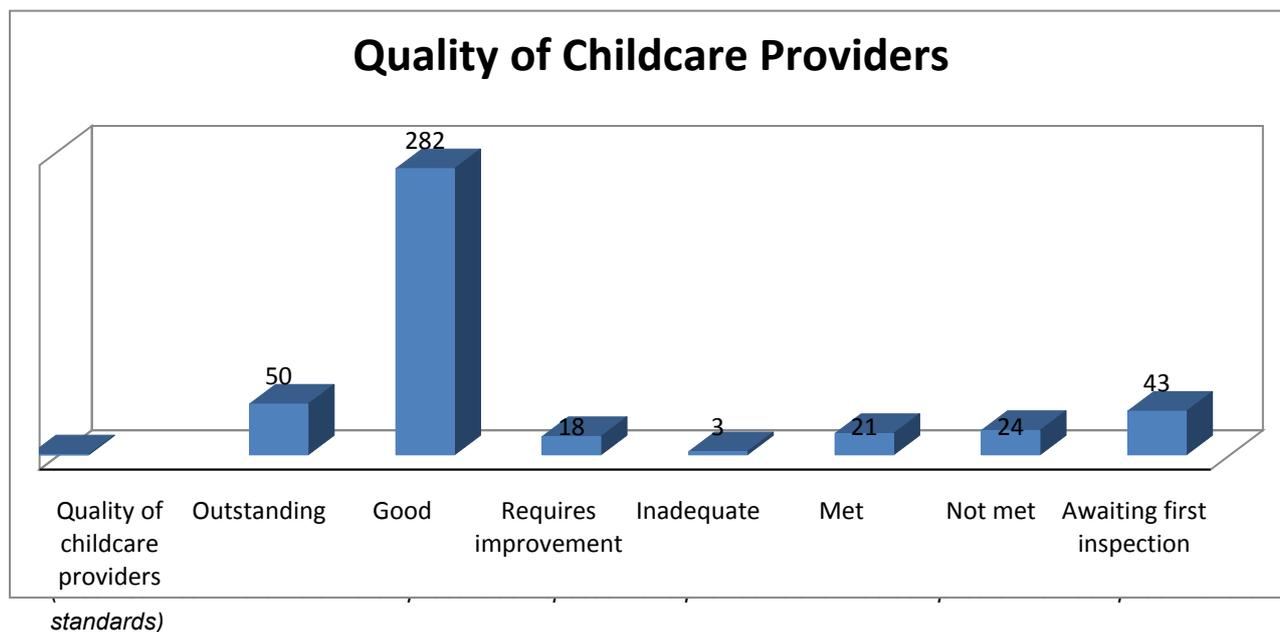
3 & 4 Year old children claiming funded hours by Locality (January 2017)

Locality	No. of Children
Birkenhead	1,544
Wallasey	1,406
Wirral South	1,008
Wirral West	966
Total	4,924

2.3 Childcare Supply

A very large majority (**94%**) of providers are judged to either being “Good”, “Outstanding” or having “Met” the Standards (where no children were on site at time of inspection). This is a significant increase from the 2016 sufficiency report which stated a majority (**64%**) of providers were judged to be good, outstanding or have met standards.

Table 3.



3.0 TAKE UP OF 2 YEAR FREE ENTITLEMENT

3.1 2 year old funded hours dropped by 10.% from January 2017 to January 2018. Providers with significant variances from 2017 to 2018 were contacted but as with 3 and 4 year olds no errors or omissions were identified. The main reasons given were a reduction in requests from parents for 2 year olds, and some providers having fewer spaces available for 2s as they are taken up by 3 and 4 year olds doing the extended hours. There are also a small number of providers who have had funding withdrawn since September 2017 due to an

'inadequate' OFSTED inspection. NB: The drop in funded 2s also correlates with a drop in the DfES estimates for eligible 2 year olds:

Table 4.

	DfES estimate of eligible 2 year old	Change in eligible 2 year olds	Actual claimed (headcount)	Take up
Spring 17	1412		1244	88.10%
Summer 17	1375	-2.62%	1271	92.44%
Autumn 17	1261	-8.29%	1204	95.48%
Spring 18	1223	-3.01%	1122	91.74%

There was a 13% drop in eligible 2 year olds from January 2017 to January 2018 (as above). This reflects the introduction on Universal Credit and related income thresholds. Families in receipt of Universal Credit were migrated across to a DWP list which was not notified to the LA via the DfE list.

NB; From March onwards the income thresholds have changed and so families in receipt of UC *will* be eligible and so *will* be on the DfE list.

4.0 TAKE UP OF 3 & 4 YEAR OLD UNIVERSAL

4.1 3 and 4 year olds dropped 1.1% from January 2017. This follows on from a 5% drop in 3 and 4 year olds between January 2016 and January 2017 censuses, and corresponds with a drop in Wirral birth rates from 2013 to 2014:

Table 5.

Year	Number of Live Births	Change
2012	3,816	0.37%
2013	3,560	-6.71%
2014	3,536	-0.67%
2015	3,563	0.76%

Source: Wirral Compendium of Statistics 2017

A sample of settings who had a large increase/decrease between years were contacted but no errors or omissions were identified. The majority of providers contacted said they had free spaces or had difficulty filling places and were simply not getting numbers through the door.

5.0 3 & 4 YEAR OLDS EXTENDED (30 HOURS)

5.1 Extended hours for 3 and 4 year olds were introduced from September 2017, and so there is no comparison with the 2017 census. With this being a new initiative it was expected that take up would increase over time and the actual figures in the Autumn 2017 term and Spring 2018 term support this:

Table 6.

	Extended Hours (PTE)	Change
Autumn 17	1,408	
Spring 18	2,012	42.84%

175 PVI providers had an increase or had extended hours for the first time in spring, 33 had no change and only 13 had a decrease.

6.0 FUTURE PROOFING 3 & 4 YEAR OLD EXTENDED (30 HOURS) OFFER

6.1 Following the successful funding bid award from DfE, to further develop Wirral's extended offer Hemsall's and Action for Children delivered 2 workshops in March. The first was to existing providers of the offer to review how to deliver a flexible business model approach. The second was to those providers interested but have not as yet set up the offer, specifically childminders. Feedback from the workshops was positive, some providers changing their mind and deciding to deliver the 30 hour offer for others they have requested one to one business support to ensure the decision to deliver is right for them. There will be a follow on workshop specifically for schools to focus on delivery models being flexible for parents and developing provider partners to deliver 30 hours. In addition, workshops planned for childminders and pre-schools to address their particular needs.

7.0 SUMMARY

As a result of this report the Early Years working group will meet on Monday 4th June to summarise the findings of this report and to consider some key elements for future reporting to the Schools Forum in July 2018. These discussions will focus specifically on the central costs particularly on early year's team functions, allocation of both Inclusive Practice and Disability Access funding and the review of the base rate for universal offer.

8.0 RECOMMENDATIONS

8.1 That the Forum notes the report.

8.2 The Forum agrees on the elements for discussion, in point **7.0**, at the Early Years working group and for a report to be presented in July 2018.

Paul Boyce
Director of Children's Service

WIRRAL COUNCIL

SCHOOLS FORUM – 17th MAY 2018

REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES

HIGH NEEDS FUNDING ARRANGEMENTS 2018-19

1.0 EXECUTIVE SUMMARY

1.1 The purpose of this report is to outline a number of revisions to the "Funding Arrangements For High Needs Special Educational Needs Pupils And Students" document which is attached to this report. The paper will be circulated to all schools this term.

2.0 REVISIONS TO FUNDING ARRANGEMENTS

2.1 The document is intended to be comprehensive covering all High Needs funding, and should be reviewed and updated on an annual basis. Areas covered in the document include:

- Funding arrangements for elements 1 and 2;
- Place funding;
- Top Ups;
- Inclusive Practice Fund;
- Exceptional Need;
- Hospital Education;
- Outreach Service;
- SEN Support Services.

The following paragraphs outline changes to funding arrangements that are included in the document.

2.2 Section 4 - Place funding for Resourced Provision and Alternative Provision bases

From April 2018 Resourced Provision and Alternative Provision bases will receive £6,000 for each place (previously £10,000). To offset this there will no longer be a pupil deduction from the main school budget. Where the pupil is not on the school roll the Local Authority will continue to deduct from the school the pupil led funding elements of their school formula budget, and the Local Authority will in turn transfer £4,000 to the Base. This adjustment will be based on termly information at census date. The amount deducted from the main school and transferred to the Base will be proportionate to the how the place is occupied (i.e. 3 days per week etc.).

2.3 Section 8 - Surplus Places

It is intended that from April 2019 top-ups and PFA/EHCP payments will be adjusted for surplus places in Special Schools and Resourced Provision. Where there are surplus places at the end of an academic year 50% of the surplus place value will be taken into account in calculating the payment of the final term top-up.

2.4 Section 10 - Exclusions

As described in Section 10, when a pupil is excluded from a mainstream maintained school, the local authority must deduct from the school's budget in-year the amount within the formula relating to the age and personal circumstances of that pupil, pro rata to the number of complete weeks remaining in the financial year from the 'relevant date'.

Where a mainstream maintained school admits a pupil who has previously been permanently excluded, then the authority must increase the school's budget in-year. The increase must be at least the amount of the deduction taken off the excluding school, multiplied by the number of complete weeks remaining in the financial year, and divided by the number of complete weeks remaining in the financial year from the 'relevant date'.

These arrangements for exclusions also apply to Academies who have provision in their funding agreements allowing adjustments to their budgets.

3.0 RECOMMENDATION

3.1 That the Forum notes the report.

Paul Boyce
Director of Children's Services



**FUNDING ARRANGEMENTS FOR HIGH NEEDS SPECIAL
EDUCATIONAL NEEDS PUPILS AND STUDENTS**

MAY 2018

**Paul Boyce
Director of Children's Services**

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Appendix A	2018-19 High Needs Budget
Appendix B	Mainstream Schools SEN budgets
Appendix C	Total Place Numbers in Specialist Provision
Appendix D	Banded Top Ups for Specialist Provision

1 Introduction

- 1.1 When decisions are being taken about how best to support children and students with high needs, statutory regulations and national and local guidance must be followed. This document aims to fulfil these requirements for funding learners with high needs.
- 1.2 This funding document complements the local guidance '*Special Educational Needs and Disability Handbook*' that was published in December 2016, and ensures Wirral:
 - has funding arrangements for learners with high needs from 0-25.
 - provides guidance for all partners to understand the funding process for learners with high needs.

This document is intended to be used by Schools, other partners and the Local Authority. It will be reviewed regularly to take account of local and national changes.

2. Wirral's Funding Arrangements

- 2.1 The following sections describe in detail Wirral's funding arrangements for SEND, which have been in place since April 2014, and link to the High Needs budget in 2018-19 of £36.6m. This is detailed in APPENDIX 1.
- 2.2 A High Needs working group has been established by Wirral Schools Forum to steer the development of Wirral's Funding Formula for High Needs. The group is chaired by the Chairperson of the Schools Forum, and comprises representatives from the Forum and the authority. The group's remit is to review the development of High Needs funding arrangements.

3. High Needs Funding Arrangements for Elements 1 and Element 2 – Mainstream Schools

- 3.1 Element 1 and 2 resources for mainstream schools are funded from school budgets.
- 3.2 Element 1 is the Age Weighted Pupil Unit (AWPU) element of funding within the local funding formula for schools. Element 2 is a separate formula funding element for Low Cost High Incidence (LCHI) SEN based on pupil attainment data and has a notional value of up to £6,000. Both Element 1 and Element 2 funding is from within the schools delegated budget, which is calculated and sent to schools before the start of the financial year.
- 3.3 Schools must utilise elements 1 and 2 of their school budgets from the LA Dedicated School Grant (DSG) or Education Funding Agency (EFA) before an application is made for element 3 top-up funding.
- 3.4 It is expected that educating institutions will work with specialist support services and providers to identify the most effective method of utilising elements and 1 and 2 before an application is made for element 3 top up funding.
- 3.5 Funding has been delegated to maintained schools and academies so that element two, for pupils and students with statements or funding agreements, will be £6,000.

- 3.6 If a mainstream school's contribution to element two exceeds 90% of its notional delegated budget additional funding will be made from the central High Needs contingency budget. The LMS section will oversee a process in respect of this.
- 3.7 See Appendix B for school LCHI allocations in 2018-2019.

4. Arrangements for Place Funding for Specialist SEN Provision (Special Schools and Resourced Provision in Mainstream Schools) and Alternative Provision

- 4.1 Specialist SEN provision in Special Schools and the Pupil Referral Unit (PRU) will receive £10,000 for each place commissioned by the local authority.
- 4.2 From April 2018 Resourced Provision and Alternative Provision bases will receive £6,000 for each place. Where the pupil is not on the school roll the Local Authority will deduct from the main school the pupil led funding elements of their main school formula budget, and the Local Authority will in turn transfer £4,000 to the Base.
- 4.3 Following consultation with providers and the Schools Forum, Council agreed to the place numbers in 2018-19 commissioned by Wirral Council that are shown in Appendix C.
- 4.4 The Schools Forum High Needs working group monitor and review place numbers in line with the EFA's reviewing arrangements. Place numbers are reviewed on an annual basis. This is generally at the start of the autumn term of each year and if agreed, are generally effective from the following September. The only exception to this is when places required for September is considerably more than the schools place number. In these circumstances temporary adjustments are proposed and presented to Schools Forum for approval.
- 4.5 Previously Resourced Provision in Mainstream Schools also received £10,000 per place, and pupils in those places were removed from their main school's main budget. Where the Resource Base is the subsidiary school, the Base could claim the AWPU element of the main school budget from the pupil's main school. The process detailed in 4.2 means the reduction from £10,000 to £6,000 per place is broadly neutral.

5. Arrangements for Applying for Element 3 Top Ups

- 5.1 The process for applying for assessments for element 3 funding can be found on the Local Offer website localofferwirral.org.
- 5.2 On Wirral element 3 will fund Pupil Funding Agreements (PFA), Education, Health and Care Plans (EHCP), and the education identified in section 139a Learning Difficulty Assessments. Most children aged 0-5 attending a private or voluntary setting funding will be sourced from the Early Years Inclusive Practice Grant (see section 9 below) without recourse to a statement or EHCP, although there are exceptions to this.
- 5.3 PFAs and EHCPs in mainstream schools will be on the basis of a number of monetary units for additional support, with a maximum of 7 units provided per pupil. 1 unit is funded at £1,090 per year and is paid termly in whole months only, based on 5 months in Summer term, 4 months in Autumn, and 3 months in Spring.

- 5.4 Educating institutions will be expected to work with specialist support services and providers if element 3 top-up funding is assigned to ensure needs are met effectively and efficiently.
- 5.5 If a pupil or student leaves their learning programme the educating institution or setting must inform the LA so that element 3 contracts and payments can be amended accordingly. Failure to do so promptly will result in amounts paid being reclaimed.

6. Funding of Element 3 Top Ups

- 6.1 Element 3 costs are funded from the High Needs block of Wirral's Schools' Budget.
- 6.2 A banding system has been established to allocate the amount of element 3 top up funding that is to be distributed for each specialist provision. Only pupils on roll will attract the top up funding, Current arrangements are as follows:

	Specialist Provision	Resourced Provision	Alternative Provision
	£	£	£
Band 1	1,100	0	----
Band 2	6,100	3,000	----
Band 3	7,100	6,000	3,100
Band 4	8,100	7,000	---
Band 5	16,100	10,000	---

Appendix D shows the bandings and number of places in each specialist setting

- 6.3 A limited contingency fund has been set aside from unallocated funds in the High Needs block budget to financially support specialist SEN provision that may experience financial difficulties. This fund is managed by Senior Manager SEND.

7. Payment of Element 3 Top Ups

- 7.1 Element three funding will be paid from the beginning of the financial year for maintained schools and from the beginning of the academic year for academies.
- 7.2 Termly payments of top ups to school provision and PRU are made with a weighting of 5/12 in the summer term, 4/12 in autumn and 3/12 in spring. A double top-up will be paid where a pupil exceeds the agreed place numbers in the spring and summer terms.
- 7.3 Primary behaviour bases will also receive a pro rata payment of the full year AWPU as top up.
- 7.4 The SEN section will be responsible for these financial arrangements.

8. Surplus Places

- 8.1 From April 2019 top-up and PFA/EHCP payments will take account of surplus places in Special Schools and Resourced Provision. Where there are surplus places at the end of an

academic year 50% of the surplus place value will be taken into account in calculating the payment of the final term top-up.

9. Inclusive Practice Fund

- 9.1 From April 2017, the Department for Education (DfE) required all Local Authorities to operate an Inclusive Practice Fund, although Wirral already operated such a fund. This is to meet additional needs identified in Early Years and is a means of treating all pupils across the Early Years provision on the same basis.
- 9.2 Inclusive Practice Funding is paid to providers delivering the universal 3 and 4 year free educational entitlement, where SEN has been identified and an additional support resource needs to be put in place. Awards are made by a panel based on a minimum 6 weeks of evidence provided.
- 9.3 Funding is paid at £4.22 per hour for up to 15 hours per week only, and relates to 3 and 4 year old Universal Early Years Funding only, not Extended funding or 2 year old funding. Awards are made annually and paid in termly instalments based on a 38 week year – 14/38 in Autumn, 11/38 in Spring and 13/38 in Summer.
- 9.4 Awards can be made for 2 years old in exceptional circumstances only, and these are paid on the same basis but at £5.12 per hour, which reduces to £4.22 per hour when the child reaches their 3rd birthday.

10. Exclusions

- 10.1 Arrangements for transferring pupil funding from the excluding school to a new school or PRU follow statutory guidance for all maintained and academy schools. The LA will pay the amount to the receiving school/PRU.
- 10.2 Where pupils are excluded, funding should flow in-year from the school that has excluded the pupil to the provision that takes responsibility for the pupil. If a school subsequently admits a pupil who has been permanently excluded during that financial year, it should then receive additional funding.
- 10.3 The provisions here also apply to pupils who leave a mainstream school for reasons other than permanent exclusion (e.g. Home Tuition, Wirral Hospitals School), and are receiving education funded by the local authority, other than at a school. The provisions also act independently of whether a particular pupil has been on the census in the first place, and whether the school has received funding for them.
- 10.4 When a pupil is excluded from a mainstream maintained school, the local authority must deduct from the school's budget in-year the amount within the formula relating to the age and personal circumstances of that pupil, pro rata to the number of complete weeks remaining in the financial year from the 'relevant date'.
- 10.5 This means the deduction should cover not just the basic entitlement, but also the relevant amounts for pupil-led factors, such as free school meals or English as an additional language, where the pupil attracted funding through those criteria. Where the pupil is funded

according to the post-16 formula, the amount attributable to the pupil is £4,000. The 'relevant date' is the sixth school day following the date of permanent exclusion.

- 10.6 The following worked example demonstrates how the deduction from the excluding school's budget should be calculated, where the 'relevant date' is 1 October (26 weeks remaining in the financial year):

Funding formula factor	Amount
Basic entitlement	£4,000
Free school meals	£500
English as an additional language	£300
Sub-total	£4,800
Pro-rata total for 26 weeks	£2,400
Deduction from excluding school's budget	£2,400

- 10.7 The only exception to using the number of weeks remaining in the financial year is where the exclusion takes place after 1 April, in a school year where the pupil would normally have left at the end of that school year. In that case, the calculation is based just on the number of weeks left until the end of the school year.
- 10.8 Where a mainstream maintained school admits a pupil who has previously been permanently excluded, then the authority must increase the school's budget in-year. The increase must be at least the amount of the deduction taken off the excluding school, multiplied by the number of complete weeks remaining in the financial year, and divided by the number of complete weeks remaining in the financial year from the 'relevant date'.
- 10.9 In the example above, if a school then admitted the pupil from 1 January, this is with 13 weeks of the financial year remaining. As this is half the 26 weeks originally remaining, the admitting school should have its budget increased by at least £1,200.
- 10.10 Where the pupil is eligible for the pupil premium, the same principles apply as set out above and the budget must be adjusted on the same basis as the calculations above.
- 10.11 The deduction from the excluding school should also include the amount of a Financial Adjustment Order as made under regulation 25(5)(b) of the School Discipline (Pupil Exclusions and Reviews) (England) Regulations 2012, where this is relevant. In these instances the increase for the admitting school should also include an amount up to the amount of the Financial Adjustment Order.
- 10.12 These principles also apply where the school's governing body subsequently reinstates a permanently excluded pupil.
- 10.13 The adjustment for a particular exclusion relates only to the current financial year, and cannot be applied to subsequent years.
- 10.14 The same arrangements apply to Academies as stated in their funding agreements.

11. Exceptional Need

- 11.1 A limited amount of funding is available for Exceptional Need, and is available to Special Schools, Alternative Provision, and Mainstream Resources Provision where an assessed pupil's needs indicate that enhanced staffing is necessary. This can include (but is not limited to) children with Social, Emotional and Mental Health issues and autistic diagnoses.
- 11.2 Applications for Exceptional Need funding are assessed on an individual basis by a panel consisting of a Headteacher representing the special school or alternative provision sector, a Headteacher from the mainstream resource provision and the Manager of SEN using a clear set of criteria.
- 11.3 Exceptional pupil status will only be afforded to a pupil whose needs cannot be met by the level of resource available within the existing school budget. Where it is felt that a pupil has exceptional needs but these needs are primarily of a health nature, a discussion will take place with relevant colleagues in the PCT about additional support for the pupil.
- 11.4 Applications for Exceptional Need must be supported by documentation that clearly highlights that the pupils' needs are more severe than those specified in the admissions criteria for the school and that laid out in the School's SEN information Report. Priority is given to providing additional support so that the child can remain within a Wirral maintained schools that is most appropriate for their educational needs and level of attainment, and be safe within their school environment, and reduce the risk of injury to themselves or those around them.
- 11.5 Funding awarded will first take account of any unallocated carry forward in the schools' budget to meet the Exceptional Needs Funding application. Any surplus places will also be taken into account. The Panel will also examine if there are any partners (e.g. health and social care) who could contribute to the additional support required.
- 11.6 Funding is allocated on a termly basis, and the maximum allocation that will be given is up to 30 additional hours of a Level 2 Teaching Assistant. The figure allocated will be based on the cost of a TA2 within each establishment, given that the true costs vary significantly between schools. Any request for over and above this amount (e.g. for a TA3) can only be considered if the school demonstrates the difference that a TA3 could make as opposed to a TA2.
- 11.7 Any funds awarded are only to be used for the particular pupil they have been allocated, and Headteachers must be able to demonstrate that the funding is improving outcomes for the pupil. The Local Authority will monitor the expenditure and the school will need to demonstrate that the full funding has been allocated to the pupil. Any funding that does not enhance the educational provision to the identified pupil will be reclaimed by the LA.
- 11.8 Where a pupil is transferring from another school and has been allocated exceptional needs funding prior to transfer this will be reviewed at the point of transfer.

12. Non-maintained Special Schools

- 12.1 Some pupils have such complex needs that their needs cannot be met in a school within Wirral. In these circumstances the pupil can be placed at a non-maintained specialist educational provider or residential placement (Out of Area). These places are commissioned by the SEN team in consultation with parents.
- 12.2 The Department for Education fund Non-Maintained Special Schools via the place funding system, but independent schools fall outside this arrangement. The cost of such placements can be significantly higher than places in maintained special schools. Where such placements are unavoidable the Local Authority agrees a weekly / monthly / termly cost and the provider invoices the LA. This may also include support for health and social care issues as well as education, although such support is funded from outside the Schools Budget.

13. Hospital Education

- 13.1 Hospital education is defined as education provided at a community special school or foundation special school established in a hospital, or under any arrangements made by the local authority under section 19 of the Education Act 1996 (exceptional provision of education), where the child is being provided with such education by reason of a decision made by a medical practitioner.
- 13.2 Wirral's Hospital Education consists of a Wirral Hospitals' School which consists of Arrowe Park Hospital children's ward and Joseph Paxton Campus.
- 13.3 In 2018-19 funding for Wirral Hospitals' School remains at the same as in 2017-18, which at 80 places is the equivalent of £17k per place.

14. Home and Continuing Education

- 14.1 Local Authorities have a statutory duty to provide a suitable education for children who cannot attend school because of their medical needs. Wirral meets this requirement by providing a Home and Continuing Education Service (Home Tuition), which aims to respond to the changing needs of Wirral's children who cannot attend school for physical or mental health reasons by:
- providing a suitable education for the children of Wirral who have medical needs that prevents them from attending school;
 - providing sufficient hours of continuing education in line with statutory guidance - the equivalent of full-time or for the number of hours the child's health condition allows;
 - Developing a multiagency approach to a graduated pathway for sick children that enables access to a full or fuller time education in the most appropriate education setting for that child.
- 14.2 Since November 2016 the service has been managed by Hilbre High School and is located in the former City Learning Centre building.

- 14.3 Once a pupil has been in home education for a term (12 weeks) a contribution of £80 per week is charged from the Schools main budget to the Home Education budget, until the pupil is able to re-integrate back into mainstream provision.

15. Further Education

- 15.1 Further Education institutions and Independent Learning Providers must liaise with the Local Authority SEN Team in relation to the number of high needs funded places and the local authority notify the ESFA of any changes to the number of funded places.
- 15.2 The Department for Education fund high needs places at Further Education institutions and Independent Learning Providers at £6,000 per place, and pay this directly to the institutions. It is the responsibility of the institution to check their allocation is received and correct.
- 15.3 Further Education top-ups are not paid on a banded system, but are negotiated annually with providers.

16. Special School Outreach Service

- 16.1 The Outreach service is provided by some of the special schools working in partnership with the Special Educational Needs and Disability Service to promote, change and strengthen the inclusion of children and young people with SEND in mainstream settings.
- 16.2 Services are provided by Gilbrook, Kilgarth and Orrets Meadow and include Dyslexia/Dyscalculia, SEN Assessment and Advice, and Social Emotional Mental Health. Specialist training, development and support can be provided for staff in mainstream schools so that they are better equipped to help children and young people with SEND.
- 16.3 Gilbrook School and Kilgarth School are funded for their outreach services at a fixed amount each year, while Orrets Meadow operates a traded service. Mainstream schools must contact the relevant Special School directly to access these services and for costing details.

17. Inclusion Services

- 17.1 Since 2005 all Wirral's Special Schools each receive funding of £33,470 for Inclusion Services. This is for them to promote inclusive activities for the benefit of their own pupils into mainstream schools, and inclusive activities for mainstream schools.

18. Nursing Support

- 18.1 The Local Authority will fund the equivalent of a term time TA2 per Children Young Person who receive nursing support in schools. The additional cost is met from Health budgets.

19. Support for SEN Services

- 19.1 Special Education Support Services consist of Sensory Service (hearing and vision support), Social and Communication Difficulties, Physical & Medical Impairment and Pre-School Portage.

- 19.2 Where support is provided schools must utilise their element 2 funding. Any request for additional support over and above the element 2 spend must be applied for via a Pupil Funding Agreement request. All equipment not required for the child will have to be purchased by the school. The LA will only purchase large specialist pieces of equipment.
- 19.3 A traded service offer is being developed to allow schools to purchase the support of teacher / teaching assistants from the LA.

20. Schools Block Funding Transfer

- 20.1 From April 2018 Local Authorities DSG will consist of 4 blocks of funding:
- schools block
 - central school services block
 - high needs block
 - early years block
- 20.2 Movements from the central school services block to the schools' block, or from the high needs block to any other block are not subject to any limit, and can be made in consultation with the schools forum.
- 20.3 The schools block will be ring-fenced from 2018 to 2019, but for 2 years local authorities will retain limited flexibility to transfer up to 0.5% of their schools' block funding into another block, with the approval of their schools forum following consultation with all local maintained schools and academies.
- 20.4 In January 2018 Wirral Schools Forum approved the transfer of 0.5% of the 2018-19 Schools Block (£993,300) on the basis that it is ring-fenced to support the implementation of the High Needs review.

21. Disability Access Fund

- 21.1 The Equality Act 2010 requires local authorities and settings not to discriminate, harass or victimise disabled children, which may include making reasonable adjustments. Local authorities must comply with the provisions of the Act in finding suitable provision for eligible disabled children.
- 21.2 The Disability Access Fund (DAF) was introduced in April 2017 to support disabled children's access to the entitlements for three and four year olds. Providers receive £615 per eligible child per year. The funds could be used, for example, to support providers in making reasonable adjustments to their settings and/or helping with building capacity, be that for the child in question or for the benefit of children as a whole attending the setting.
- 21.3 Three and four year olds will be eligible for the DAF if the child is in receipt of Disability Living Allowance (DLA) and receives the universal 15 hours entitlement. Children do not have to take up the full 570 hours of early education that they are entitled to in order to receive the DAF and will be eligible where they take up any period of free entitlement and receive DLA, although four year olds in primary school reception classes are not eligible for DAF funding.

- 21.4 Early years providers are responsible for identifying eligible children and following a parents application to the provider, the provider can apply to the Local Authority for the funding. Local authorities are responsible for checking that the DAF eligibility criteria are met.
- 21.5 The DAF is payable at the fixed annual rate of £615 per eligible child as a lump sum and is not pro-rated according to hours taken up or offset against any other funding which the local authority may ordinarily be providing for children eligible for the DAF.
- 21.6 Where a child eligible for the DAF is splitting their free entitlement across two or more providers, the parent will be asked to nominate the main setting, and this setting will be paid the DAF for the child.
- 21.7 If a child receiving DAF moves from one setting to another, the new setting is not eligible to receive DAF funding for this child until the anniversary of the first payment has passed. DAF funding received by the original setting will not be recouped.

22. Review of Provision

- 22.1 During 2017-18 an internal review of High Needs SEN in Wirral was conducted to ensure the Local Authority has sustainable provision that makes best use of funding and improved education attainment for SEN pupils, and to secure effective inclusive provision for children and young people and ensure a continuum of quality local provision for those with special educational needs.
- 22.4 However there was no consensus on the best way forward and as a result an independent and objective review of High Needs and Early Years is being commissioned. This will include specialist facilities and provision together with a review of top-ups. The work will help secure the best outcomes for children with additional needs and the role of specialist provision. The review will reference the interim review and consultation responses and will undertake a wide consultation to engage all stakeholders including schools, parents and children.

23. Enquiries

- 23.1 For element 1 and element 2 funding in mainstream settings contact the LMS Section on 666 4579.
- 23.2 For element three top up funding contact the SEN Team on 666 4224.
- 23.3 For assessment and provision arrangements contact the SEN Team on 666 4224.

24. Appeals

- 24.1 Schools may write to the Director of Children's Services where they believe the overall funding provided and available to the school does not meet the needs of the children and young people. Any appeal should be submitted within 4 weeks from the notification of the School Budget.

24.2 Cases will be considered by a representative panel from the Schools' Forum advised by the relevant SEN and Finance Leads. The outcome of the appeal will be determined before the end of the Summer Term.

Appendix A – 2018-19 High Needs Budget

	2018-19 Budget
	£
Funding	
DSG	-35,157,400
Schools block top-slice	-993,300
Early Years funding statements	-450,000
	-36,600,700
High Needs Places	
Special Schools	10,090,000
SEN Bases	1,468,000
EMAP (WASP)	1,000,000
Wirral Hospital School	1,359,100
6th Form	240,000
FE	1,068,000
	15,225,100
IPFA / EHCP's	
Early Years	450,000
Primary Units	1,724,000
Secondary Units	1,887,000
Indep Statements Primary	54,900
Indep Statements Secondary	18,800
Personal Budgets	108,700
CECs and ins	37,400
	4,280,800
Top Ups	
Special Schools 4 to 15	6,917,000
Bases - Resourced Provision	724,400
Emslie Morgan	433,300
Exceptional Need	504,100
Nursing Support E5740	106,600
FE and 6th Form	946,000
Exclusions	60,000
	9,691,400
High Needs Contingency	279,900
Independent Schools 4 to 15	3,700,000
Home Tutor	400,500
High Needs Review	993,300
Support	
SEN	1,702,100
SEN Plan	269,400
Special School Transport	58,200
Total	36,600,700

Primary	£	5,183,109
Secondary	£	3,428,247
All	£	8,611,356

DfE	School	£ LCHI	
2000	Bedford Drive Primary School	£	95,371
2001	Bidston Village CE Primary School	£	104,345
2021	Woodlands Primary School	£	93,550
2048	Devonshire Park Primary School	£	94,618
2100	New Brighton Primary School	£	123,322
2101	Mount Primary School	£	57,540
2102	Liscard Primary School	£	137,492
2104	St. George's Primary School	£	166,841
2107	Riverside Primary School	£	48,142
2108	Kingsway Primary School	£	36,147
2110	Park Primary School	£	96,228
2111	Somerville Primary School	£	108,659
2112	Eastway Primary School	£	60,471
2115	Castleway Primary School	£	37,511
2116	Sandbrook Primary School	£	26,930
2117	Greenleas Primary School	£	37,987
2118	Lingham Primary School	£	91,504
2200	Stanton Road Primary School	£	47,175
2201	Woodslee Primary School	£	58,411
2203	Higher Bebington Junior School	£	56,833
2204	Town Lane Infant School	£	35,853
2205	Grove Street Primary School	£	82,651
2210	Brackenwood Junior School	£	39,336
2212	Thornton Hough Primary School	£	29,117
2214	Mendell Primary School	£	35,732
2215	Brookhurst Primary School	£	35,464
2217	Raeburn Primary School	£	47,139
2218	Brackenwood Infants School	£	21,130
2220	Greasby Infants School	£	20,416
2221	West Kirby Primary School	£	49,343
2224	Irby Primary School	£	33,735
2225	Greasby Junior School	£	22,278
2226	Black Horse Hill Infants School	£	26,560
2227	Brookdale Primary School	£	39,149
2229	Barnston Primary School	£	41,318
2231	Poulton Lancelyn Primary School	£	45,902
2232	Black Horse Hill Junior School	£	28,784
2234	Great Meols Primary School	£	68,488
2238	Gayton Primary School	£	25,709

2244	Egremont Primary School	£	119,354
2249	Portland Primary School	£	35,702
2250	Heswall Primary School	£	40,346
2252	Fender Primary School	£	78,492
2254	Manor Primary School	£	37,949
2255	Mersey Park Primary School	£	106,184
2256	Overchurch Infants School	£	35,018
2258	Rock Ferry Primary School	£	81,107
2260	Woodchurch Road Primary School	£	88,806
2261	Cathcart Street Primary School	£	55,647
2263	Well Lane Primary School	£	55,389
2264	Thingwall Primary School	£	34,892
2266	Church Drive Primary School	£	71,064
2268	Leasowe Primary School	£	54,543
2270	Overchurch Junior School	£	70,271
2274	Heygarth Primary School	£	54,551
2275	Bidston Avenue Primary	£	95,074
2278	Townfield Primary School	£	82,160
2279	Hillside Primary School	£	47,690
3009	St. Bridget's CE Primary School	£	54,606
3010	Hoylake Holy Trinity CE Primary School	£	45,395
3011	Christ Church CE Primary School (Birkenhead)	£	66,509
3300	St. Saviour's CE Primary	£	35,002
3304	Woodchurch CE Aided Primary	£	52,971
3321	St. Joseph's Catholic Primary (Upton)	£	39,573
3322	St. Peter's Catholic Primary (Birkenhead)	£	38,383
3324	St. Paul's Catholic Primary	£	25,432
3330	Ss. Peter and Paul Catholic Primary	£	40,895
3331	St. Alban's Catholic Primary	£	73,726
3333	St. Joseph's Catholic Primary (Wallasey)	£	53,878
3335	Sacred Heart Catholic Primary School	£	70,062
3337	Christchurch CE Primary (Moreton)	£	81,991
3350	St. Andrew's CE Primary	£	39,784
3351	Dawpool CE Primary School	£	34,245
3352	St. Peter's CE Aided Primary (Heswall)	£	30,293
3360	St. John's Catholic Junior School	£	33,029
3361	Christ the King Catholic Primary School	£	56,656
3362	St. John's Catholic Infant School	£	18,282
3363	Holy Spirit Catholic & CE Primary	£	49,635
3364	Our Lady of Pity Catholic Primary School	£	61,290
3365	Ladymount Catholic Primary School	£	45,874
3366	The Priory Parish CE Primary School	£	37,996
3367	Our Lady and St Edward's Catholic Primary School	£	93,785
3368	Holy Cross Catholic Primary School	£	48,873
3369	St. Anne's Catholic Primary School	£	51,284
3371	St. Michael & All Angels Catholic Primary School	£	53,664

3372	St. Werburgh's Catholic Primary School	£	49,848
3373	St. Joseph's Catholic Primary School (B'head)	£	70,681
3374	Prenton Primary School	£	81,684
3375	Millfields CE Primary School	£	44,286
3376	Pensby Primary School	£	52,079
4000	The Kingsway Academy	£	18,109
4010	Prenton High School for Girls	£	174,349
4012	Woodchurch High School	£	427,324
4018	Ridgeway High School	£	223,427
4052	Wirral Grammar School for Girls	£	4,258
4056	West Kirby Grammar School for Girls	£	6,662
4058	Pensby High School	£	160,389
4060	Hilbre High School	£	281,851
4066	Mosslands School	£	192,239
4067	Oldershaw School	£	180,882
4069	Weatherhead School	£	255,152
4070	Bebington High School	£	275,511
4071	South Wirral High School	£	203,703
4605	St. John Plessington Catholic College	£	294,336
4001	St. Mary's RC College	£	330,498
4798	The Birkenhead Park School	£	191,377
5400	Calday Grange Grammar School	£	7,332
5401	Wirral Grammar School for Boys	£	9,612
5900	St. Anselm's College	£	24,506
5901	Upton Hall School	£	13,701
6905	Birkenhead High School Academy	£	153,030

Appendix C

FUNDING ARRANGEMENTS FOR HIGH NEEDS

Total Place numbers for Specialist Provision for 2018-19

NAME	PROVISION	PLACE NUMBER Apr-Aug	PLACE NUMBER Sep-Mar
Stanley	Primary Special School	120	120
Elleray	Primary Special School	110	110
Gilbrook	Primary Special School	55	55
Orrets Meadow	Primary Special School	70	70
Hayfield	Primary Special School	120	120
Clare Mount	Secondary Special School	216	216
Foxfield	Secondary Special School	133	133
Meadowside	Secondary Special School	75	75
Observatory	Secondary Special School	55	55
Kilgarth	Secondary Special School	55	55
Devonshire Park	Primary Resourced SEN Provision	26	26
New Brighton	Primary Resourced SEN Provision	22	22
Bidston	Primary Resourced SEN Provision	24	24
Priory	Primary Resourced SEN Provision	10	10
Woodslee	Primary Resourced SEN Provision	8	8
Fender	Primary Resourced SEN Provision	16	16
Eastway	Primary Resourced SEN Provision	16	16
Townfield	Primary Resourced SEN Provision	11	11
Bebington	Secondary Resourced SEN Provision	20	20
Hilbre	Secondary Resourced SEN Provision	30	30
Oldershaw	Secondary Resourced SEN Provision	20	20
Woodchurch	Secondary Resourced SEN Provision	15	15
Riverside	Primary Alternative Provision	8	8
St Michael's	Primary Alternative Provision	8	8
Emslie Morgan	Alternative Provision	100	100
Birkenhead 6 th Form College	Further Education	65	57
Wirral Met College	Further Education	117	119

Appendix D:

FUNDING ARRANGEMENTS FOR HIGH NEEDS AS AT APRIL 2018

Banding Model for Top Ups for Specialist SEN and Alternative Provision

Band	Cognition and Learning	Communication and Interaction	Behaviour Emotional and Social Difficulties	Physical, Medical and Sensory
Band One Resourced Provision £0 Special School £1,100	Bidston Village 24 New Brighton 12 Bebington High 20 Hilbre 10 Hayfield 40 Clare Mount 144 Orrets 38 Oldershaw 20	New Brighton 10 The Priory 10 Devonshire Park 10	St Michael's & All Angels 8 Riverside 8	
Band Two Resourced Provision £3,100 Special School £6,100		Orrets 32 Hayfield 80 Clare Mount 72	EMA 100	
Band Three Resourced Provision £6,000 Special School £7,100	Stanley 110 Elleray 91 Meadowside 67 Foxfield 111	Devonshire Park 16 Woodslee 8 Fender 16 Eastway 16	Gilbrook 55	
Band Four Resourced Provision £7,000 Special School £8,100	Stanley 3 Elleray 13 Meadowside 4 Foxfield 11	Hilbre 20 Woodchurch High 15	Kilgarth 55 The Observatory 55	
Band Five Resourced Provision £10,000 Special School £16,100	Stanley 7 Elleray 6 Meadowside 4 Foxfield 11			Townfield 11

The grouping of PMLD pupils in the main will be placed in Band 4. However in the most extreme cases when a pupil meets the criteria of being permanently in the P-Scale 1-3 assessment range, requires gastrostomy feeding and is unable to sit unaided and walk even with assistance, then such pupils will be placed in Band 5

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WIRRAL COUNCIL

WIRRAL SCHOOLS FORUM 17th May 2018

REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES

Delegated School Balances as at 31st March 2018 Indicative Balances for 2018-19 and 2019-20

EXECUTIVE SUMMARY

This report advises the Forum of the level of school balances as at 31st March 2018, together with an indication of balances for the financial years 2018-19 and 2019-20.

1. School Balances

School balances at 31st March 2018 are £10.2m. These are broadly unchanged from the previous year when academy conversions are excluded and are a significant improvement on previous estimates.

	31.3.2017 Balances	31.3.2018 Balances	Difference	Change
Nursery	277,421	138,517	-138,904	Reduction
Primary	7,319,213	7,941,703	622,490	Increase
Secondary	474,275	136,460	-337,815	Reduction
Special	2,000,181	2,010,264	10,083	Increase
Total	£10,071,090	£10,226,944	£155,854	Increase
Academy Schools	429,450			
Total	£10,500,541			

The average school balance for a primary is £94,544 compared to £88,053 in 2016-17. A Secondary schools' average balance has reduced from £94,885 to £27,292 (4 out of 5 have a deficit balance).

There were four primary school academy conversions in 2017-18.

2. Deficit Budgets

There has been a small increase in the number of schools with a deficit balance this year – 16 compared to 13 in 2016-17. 10 are primary schools, 4 are secondary schools and there are 2 special schools. In most cases schools are managing this position in year, however, there are 3 licenced deficits and 4 notices of concern. These may increase as we move towards budget setting.

3. Monitoring School Balances 2018-19 and 2019-20

The projections at the Period 9 review in February indicated that school balances would reduce significantly over the next 2 years as illustrated below. Balances reduce to £3.2m and would become an overall deficit of -£3.9m in March 2020.

Balances as at	Period 9	Actual
31/03/2018	£8.2m	£10.2m
31/03/2019	£3.2m	To be confirmed
31/03/2020	(£3.9m)	To be confirmed

The actual position for March 2018 is £2m better than anticipated. The position for the next 2 years will be clearer after budget setting in July.

Period 9 estimates confirm continuing difficulties for schools over the medium term, with 63 schools indicating a deficit position in 2019-20. Whilst balances improve over the year at period 6 and 9 budget monitoring, is a noticeable downward trend.

4. Local Authority Analysis tool

The ESFA has developed in collaboration with the Office of National Statistics an analysis tool which combines a range of publicly available data, including CFR, census and Ofsted data to identify those schools in financial difficulty and those potentially at future risk. It provides 20 indicators for each school ranging from school balances, change in spend per pupil over a period and Ofsted rating. This information is also summarised and provides a rating from A* to G to highlight at a glance, schools in difficulty, with G being those in most difficulty.

Grade	A*	A	B	C	D	E	F	G
No. of Schools	1	9	17	36	20	9	7	4
Proportion of schools	1%	9%	17%	35%	19%	9%	7%	4%

The tool contains historic data, with the latest version based on 2016-17 data. The LA will use this data in conjunction with existing processes to identify schools at risk, and support them to take preventative measures. We are aware of those schools in the areas of concern.

5. Action Taken to Date

- During the spring term letters have been sent to a number of schools with expected deficit budgets in 2018 and 2019 to request details. There have in addition been meetings with some schools and governors.
- Where schools are reviewing staffing levels this is in a number of cases leading to consideration of redundancies.
- A Notice of Concern is in place at 4 schools.
- LMS and HR continue to work with schools to balance budgets and plan any reduction in 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.

6. Future Action

- Use the Analytical tool provided by the EFA in conjunction with our budget monitoring review at P6 and period 9 to ensure schools financial plans are sustainable.
- Contact schools with projected deficits in 2018-19 to discuss plans.

- Schools requesting a licenced deficit are required to demonstrate how the budget will come back into balance within 3 years (4 years in exceptional circumstances).
- Where agreement cannot be reached a Notice of Concern will be issued, requiring an immediate action plan to be agreed by governors.

RECOMMENDATIONS

1. That the Forum notes the report.
2. That schools balances continue to be monitored.

Paul Boyce
Director of Children's Services

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WIRRAL COUNCIL

SCHOOLS FORUM – 25th APRIL 2018

REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES

SCHOOLS BUDGET UPDATE 2018-19

1.0 EXECUTIVE SUMMARY

1.1 The purpose of this report is to update the 2018-19 Schools Budget for changes that have been made since it was reported to Schools Forum on 17th January 2018. Overall, the Schools Budget has reduced from £259.1m to £171.5m, mainly as a result of academy recoupment adjustments. A breakdown of the updated budget can be found at appendix 1.

2.0 BUDGET CHANGES

2.1 Primary and Secondary School Budgets

The budget for Primary Schools was reported as £101.3m, but is now £90.7m having been reduced by £1.4m due to de-delegation and a further £10m for 6 Primary Academies and adjusted for the All-Through Academy.

The Secondary School budget has been reduced by £72.9 for the recoupment of 15 secondary academies, and a proportion of an All-Through Academy. £245k has also been transferred as part of de-delegation.

A total of £993,300 has also been deducted (£513k from Primary and £480k from Secondary) as a result of the 0.5% top-slice from the DSG Schools Block as approved at Forum on 17th January 2018. This has been ring-fenced for the implementation of changes recommended as part of the Strategic review of High Needs.

The attached paper in appendix 2 contains further details about the High Needs top-slice. At this stage it is unlikely this can be returned to schools during 2018-19.

2.2 Special School Places

The adjustment from £10m to £8.9m is made to show the recoupment of grant funding for 6th form places – there continues to be 106 places in total.

2.3 Early Years

Since the budget report was written the Early Years Census for 2018 has been finalised, and as a result the anticipated spend on Early Years has reduced from £21.3m to £20.2m. The numbers of 3 and 4 year olds claiming Universal funding have decreased from 4,933 Part Time Equivalents (PTE) to 4,880, an equivalent of 30.8k hours. Dedicated Schools Grant (DSG) is paid at £4.31 per hour meaning a reduction of £132,800.

It is assumed at this stage that there will be no further changes to the 2018 census although this may not be the case if the falling roll continues. The makeup of the

budget assumes the reduction in DSG is managed by a matching reduction in expenditure and this has been the case to date.

The estimated budget for 3 and 4 year olds claiming Extended hours was also higher than the January Census. The budget was based on 2,262 PTE pupils compared to 2,012 in the Census. This equates to a reduction in DSG of £614,200, although it is anticipated take up will increase as the year progresses in line with the trend from the Autumn 17 term to Spring 18.

The estimated budget for 2 year olds has reduced. Whilst now reaching 92% of those eligible, the January 2018 census recorded 1,107 PTE pupils, a reduction of 92 against those estimated in the budget. The grant reduction of £273,400 is based on each PTE having a value of £2,972.

More detail on these movements can be found at appendix 3.

The Early Years Pupil Premium numbers for January 2018 are confirmed as 1,585 PTE, an increase of 228 resulting in a revised allocation of £287,200.

2.4 Central PFI budgets

The central PFI affordability gap budget reported in January was £952k, which was increased from the 2017-18 value using the November 2017 RPI of 3.9%. This has now been updated using the December 2017 RPI of 4.1% increasing the budget, and therefore the Council's contribution, by £11k.

The Home Tuition budget has also been increased by £1,600 to include PFI increase at 4.1%, with this increase offset by a reduction in High Needs Contingency budget.

2.5 High Needs Pupils

Deductions have now been processed by the ESFA for places in academies and Further Education, and the budget has been adjusted accordingly. This reflects changes to places in Further Education institutions as reported in January.

The table below summarises the High Needs places for the 2018-19 financial year:

Wirral High Needs Place Numbers	Pre-16		Post-16		Total	
	2017-18	2018-19	2017-18	2018-19	2017-18	2018-19
Bases	218	218			218	218
Secondary			47	35	47	35
Alternative Provision	100	100			100	100
Special Schools	903	903	106	106	1,009	1,009
Further Education			182	176	182	176
Total	1221	1221	335	317	1,556	1,538

2.6 Dedicated Schools Grant

At this time the overall DSG for Wirral's Maintained Schools, Early Years and High Needs will reduce from £258m to £170m. Further changes may be made during the year to reflect Academy conversions or the Early Years census in January 2019.

3.0 RECOMMENDATION

3.1 That the Forum notes the report and the changes made to the Schools Budget.

Paul Boyce
Director of Children's Services

Appendix 1 – Schools Budget 2018-19

	Base Estimate 2018-19	Adjusted Estimate 2018-19
Individual Schools Budget	£	
Primary	101,338,124	90,692,500
Secondary	97,315,376	22,388,900
Special	10,080,000	8,964,400
Wirral Hospital Schools	1,359,100	1,354,300
SEN Bases	1,468,000	1,012,000
Alternative Provision	1,000,000	0
6th Form / Further Education	1,308,000	0
Early Years	21,134,100	20,155,100
Individual Schools Budget Total	235,002,700	144,567,200
Central School Costs		
Early Years	518,700	518,700
Admissions	372,200	372,200
School Closure / Retirement Costs	60,000	60,000
Licenses and subscriptions	233,100	233,100
Schools Forum	10,600	10,600
Contribution to combined budgets	875,600	875,600
PFI Affordability Gap	952,400	963,400
Retained duties (ex-ESG)	730,000	730,000
Costs delegated to / de-delegated from schools		
Library service	0	180,900
Insurances	0	27,500
School Specific contingencies	0	95,800
Special Staff costs	0	647,700
School meals	0	19,300
Behaviour Support	0	81,300
School Improvement	0	166,100
General duties (ex-ESG)	0	499,300
High Needs pupils		
Statements	4,280,800	4,280,800
SEN top-ups	9,641,400	9,631,400
High Needs contingency	281,500	279,900
Independent Special Schools	3,700,000	3,700,000
Home Tuition	398,900	400,500
Exclusions	60,000	60,000
Support for SEN	1,971,500	1,971,500
Special School Transport	58,200	58,200
Schools Block 0.5% top-slice	0	993,300
Non-delegated school costs total	24,144,900	26,857,100
Total School and Central costs	259,147,600	171,424,300
Dedicated Schools Grant	(258,168,300)	(170,434,000)
Use of Reserves	0	0
Grand Total	979,300	990,300

Appendix 2 - Schools Budget 2018-19 and High Needs Top Slice

Background

Local Authorities have been given additional flexibilities during the transitional period of the National Funding Formula to top slice the Schools budget by up to ½% to provide additional support to High Needs budgets. There are some specific requirements for this to happen:

- The LA should set out to the Schools Forum why it needs to do this and how it might help manage SEN demands in the future
- Schools Forum should agree to the top slice (or an application should be made to the Secretary of State).
- The top slice is for one year and is an annual decision.

On Wirral the Schools Forum agreed to a top slice of ½% (£1m) to support implementation of the findings from a High Needs Review. The funding is ring-fenced for this purpose. On average the top slice has a value of about £5,000 for a Primary School and £25,000 for a Secondary school, although the exact amounts depend on the makeup of the school budgets and levels protection within the formula.

Since then the LA has decided to commission a more in-depth piece of work from an external review of mainstream provision for SEN and specialist school places. Whilst some of the findings from the initial review will be piloted in the Summer and Autumn terms, the outcomes from the wider review are unlikely to be finalised until the end of the Autumn term and would not be implemented in full until the following year.

Can the Top Slice be given back to schools?

A number of schools have asked this question, commenting particularly on the delay implementing the review and the pressures on schools budget. Guidance was requested from the EFA. There are 2 reasons why a refund in year is not possible or recommended.

Firstly, it is not possible because the EFA would see a refund to schools as a redetermination of school budgets. Funding Regulations prevent any changes to school budgets after they have been issued on 28th February. The LA could make an application to the Secretary of State to dis-apply funding regulations. However it seems unlikely this would be supported.

Secondly it is not recommended because some of the findings from the initial review will be piloted over the coming months. In order to do this, additional resources will be needed.

Next Steps

Primary and Secondary Heads have been briefed.

A paper will be taken to the Schools Forum meeting in May.

Decisions regarding the top slice would be then be reviewed as part of the make-up of the 2019-20 budget later in the year

Appendix 3 - Early Years census January 2018

This note gives the totals recorded in the January 2018 Early Years census, along with a comparison to the 2017 census and explanations for changes.

Figures are correct at the time of writing, however the Department for Education are still validating submissions and checking for duplicate entries so changes may be made until mid-April. However, it is not anticipated that any changes will be made to Wirral's submission, and if any duplicates are identified it would only be a minor change.

The totals recorded in the January 2018 Early Years Census per funding reports, along with January 2017 comparison figures are as follows:

Jan-17 (PTE)	2s	3&4 U	3&4 E
Schools	299	1,883	0
PVIs	933	3,051	0
Total	1,232	4,933	0

Jan-18 (PTE)	2s	3&4 U	3&4 E
Schools	271	1,899	407
PVIs	836	2,980	1,604
Total	1,106	4,879	2,012
<i>Change</i>	<i>-10.23%</i>	<i>-1.09%</i>	

3 & 4 year olds Universal

The number of 3 and 4 year olds taking up the free entitlement dropped by 1.1% from January 2017. This follows on from a 5% drop in 3 and 4 year olds between January 2016 and January 2017 censuses, and corresponds with a drop in Wirral birth rates from 2013 to 2014:

Year	Number of Live Births	Change
2012	3,816	0.37%
2013	3,560	-6.71%
2014	3,536	-0.67%
2015	3,563	0.76%

Source: Wirral Compendium of Statistics 2017

A sample of settings who had a large increase/decrease between years were contacted but no errors or omissions were identified. The majority of providers contacted said they had free spaces or had difficulty filling places and were simply not getting numbers through the door.

2 year olds

2 year old funded hours dropped by 10.2% from January 2017 to January 2018. Providers with significant variances from 2017 to 2018 were contacted but as with 3 and 4 year olds no errors or omissions were identified. The main reasons given were a reduction in requests from parents for 2 year olds, and some providers having fewer spaces available for 2s as they are taken up by 3 and 4 year olds doing the extended hours. There are also a small number of providers who have had funding withdrawn since September 2017 due to an 'inadequate' OFSTED inspection.

The drop in funded 2s also correlates with a drop in the DfE estimates for eligible 2 year olds:

	DfE estimate of eligible 2 year old	Change in eligible 2 year olds	Actual claimed (headcount)	Take up
Spring 17	1412		1244	88.10%
Summer 17	1375	-2.62%	1271	92.44%
Autumn 17	1261	-8.29%	1204	95.48%
Spring 18	1223	-3.01%	1122	91.74%

There was a 13.4% drop in eligible 2 year olds from January 2017 to January 2018. This is due to the introduction on Universal Credit and related income thresholds, and so families in receipt of Universal Credit were not on the DfE's eligible list. NB. From March onwards the income thresholds have changed and so families in receipt of UC *will* be eligible and so *will* be on the DfE list.

3 & 4 year olds Extended

Extended hours for 3 and 4 year olds were introduced from September 2017, and so there is no comparison with the 2017 census. With this being a new initiative it was expected that take up would increase over time and the actual figures in the Autumn 2017 term and Spring 2018 term support this:

	Extended Hours (PTE)	Change
Autumn 17	1,408	
Spring 18	2,012	42.84%

Of the 221 PVI providers offering extended provision, 175 had an increase or had extended hours for the first time in spring, 33 had no change and only 13 had a decrease.

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WIRRAL COUNCIL

SCHOOLS FORUM – 17th MAY 2018

REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES

GROWTH FUND 2018-19

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to inform Forum of a growth fund that was created for 2018-19 as part of the local Schools funding formula, and to advise how this will be drawn down by schools in 2018-19.

2.0 BACKGROUND

- 2.1 The Schools Budget was allocated to schools based on Wirral's local formula as agreed at January Forum. This process took into account the closure of Kingsway School in August 2018.
- 2.2 However, it was not known at that stage where a number of the pupils currently attending Kingsway School would be attending from September 2018. Therefore, following the advice of DfE this funding was allocated to a Growth Fund and totalled £391k.

3.0 USE OF GROWTH FUND

- 3.1 As per DfE guidance, a growth fund can only be used to:
- support growth in pre-16 pupil numbers to meet basic need;
 - support additional classes needed to meet the infant class size regulation;
 - meet the costs of new school.
- 3.2 Local authorities are responsible for funding the growth needs for all schools in their area, for new and existing maintained schools and academies.
- 3.3 The growth fund may not be used to support schools in financial difficulty, or for general growth due to popularity which is managed through lagged funding.
- 3.4 Local authorities are required to have criteria on which any growth funding is to be allocated, which must be agreed by the schools forum. The schools forum must be consulted on the total size of the growth fund, and should receive regular updates on the use of the funding.
- 3.5 The criteria should provide a transparent and consistent basis for the allocation of funding. Criteria for allocating growth funds should contain clear objective trigger points for qualification and a clear formula for calculating allocations with these criteria applying to all schools on the same basis.
- 3.6 Criteria would generally contain some of the features set out below:

- support where a school or academy has agreed with the authority to provide an extra class in order to meet basic need in the area (either as a bulge class or as an ongoing commitment);
- additional support where a school has extended its age range (the majority of funding would be paid through the funding formula where the local authority should seek a variation in pupil numbers);
- support where a school has temporarily increased its PAN, by a minimum number of pupils, in agreement with the authority;
- support for KS1 classes where overall pupil numbers exceed a multiple of 30, by a minimum number of pupils;
- pre-opening costs, initial equipping allowance, or diseconomy of scale allowance, for new maintained schools and academies; including new academies where the school is opening in response to basic need.

Wirral's criteria is in relation to the transfer of pupils from Kingsway Academy as an exceptional one-off case that has been approved by the ESFA.

4.0 DISTRIBUTING GROWTH FUNDING

- 4.1 Methodologies for distributing funding include:
- a lump sum payment;
 - a per-pupil rate;

The per-pupil rate for successor schools will be used for Kingsway pupils.

- 4.2 Where growth funding is payable to academies, the local authority should fund the increase for the period from the additional September intake through until the following August.
- 4.3 Where schools have agreed an expansion in pupil numbers with the local authority, the school should ensure that they understand the methodology for funding the increase, and are content that the expansion is deliverable within the funding available.

5.0 UNSPENT GROWTH FUNDING

- 5.1 Local authorities should report any under or over spent growth funding at the year-end to the schools forum.

6.0 RECOMMENDATION

- 6.1 That the Forum notes the report and the use of the growth fund in 2018-19.
- 6.2 That the only growth fund criteria to be considered in 2018-19 is in relation to growth in pupil numbers from the closure of Kingsway Academy.
- 6.3 That the growth fund is for one year only and it is not anticipated that the need for a growth fund extends beyond 2018-19.

Paul Boyce
Director of Children's Services



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Rt. Hon. Damian Hinds,
Secretary of State for Education,
Sanctuary Buildings
Great Smith Street
Westminster
London.
SW1P 3BT

17th May 2018

Dear Secretary of State,

Funding for Wirral Schools

I am writing to you on behalf of all schools in Wirral to express our growing concern at the impact funding reductions are having on our ability to provide good education to our young people.

Since 2011 and the introduction of 'flat cash' budgets schools all over the UK have found it increasingly difficult to provide the services which children and young people need and deserve.

In Wirral, the situation is particularly acute. In fact, by 2019/20 our current projections indicate that 6 out of every 10 maintained schools in Wirral will be operating at a financial deficit.

It is impossible to imagine a situation where this financial position will not impact on education standards in the borough, where currently:

- Nearly 90% of early years providers are good or outstanding
- Nearly 70% of children achieve a good level of development at Foundation Stage
- 95% of those entitled are able to take up the Early Years 2 year old offer
- 90% of schools are good or outstanding
- There have been improvements at KS2 where more children met the expected standards in reading, writing and mathematics
- There is a good overall performance in GCSE's.

The Schools Forum asks you to urgently address the current funding deficit in schools to safeguard education provision in the future.

Yours Sincerely

Adrian Whiteley
Chair of Wirral Schools Forum



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WIRRAL COUNCIL

SCHOOLS FORUM – 17th MAY 2018

REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES

SCHOOLS BUDGET OUTTURN REPORT 2017/18

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to outline the year end position for the 2017/18 Schools' Budget. At this time accounts are provisional and subject to audit.
- 1.2 Overall the schools budget had an under spend of £1,093,300. This amount includes a £142,700 under spend against the Council's contribution to the PFI budget, leaving a £950,600 under spend against the School's budget, mainly within the Early Years Block.
- 1.3 The table attached at appendix 1 compares the Schools Budget with the spend for the year and the main variations are set out below. A summary of the Budget and Outturn for each block of the Dedicated Schools Grant is as follows:

	Budget	Outturn	Variance
	£	£	£
Schools Block	121,347,600	116,908,412	-4,439,188
High Needs Block	31,231,700	31,223,880	-7,820
Early Years Block	19,073,600	18,385,602	-687,998
DSG	-170,320,400	-166,278,609	4,041,791
Budgeted contribution from reserve	-568,900	-568,900	0
Total	763,600	-329,614	-1,093,214

2.0 SCHOOLS BLOCK

- 2.1 **Primary and Secondary Schools - £4.347m reduction / under spend**
Adjustments have been made following the conversions to Academy status during the year of Egremont, Great Meols, Poulton Lancelyn, and Stanton Road Primary Schools. An additional £91.5k was also allocated to 3 secondary schools in relation to 31 pupils transferring from Kingsway Academy in September 2017.
- 2.2 **School Admissions – £20,100 under spend**
This centrally managed budget underspend relates to small uncommitted budgets and reduced costs in relation to examination fees.
- 2.3 **School Closure / Retirement Costs - £14,700 over spend**
The enhanced pension costs arising from previous school closures were £74,700.
- 2.4 **Schools Forum – £10,600 under spend**
There has been no spend against this budget of £10,600. A planned £5k contribution to the Benefits Team to finance additional resources for the Free School Meals work was met from within existing resources.

2.5 Contribution to Combined Budgets – no variance

There was no variance on the schools budget's contribution to combined budgets of £875k, which was utilised across the following areas:

	Budget
	£
School Improvement	330,000
Discretionary Rate Relief Top Up	106,600
LCSB contribution	30,000
Governors Forum	2,200
PFI Support Team	61,800
LACES	140,500
School Intervention	136,000
CLC PFI	68,500
Total	875,600

2.6 PFI Affordability Gap - £142,700 under spend

The PFI contract makes provision for costs to increase each year by the December Retail Prices Index (RPI), less 10% of that RPI. The 2017/18 budget assumed an RPI rate of 2.9%. However, the actual RPI rate for December 2016 was only 2.5%. This, together with a one-off saving from affordability gap recoupment, resulted in a £142,700 under spend.

2.7 School Specific Contingency - £47,600 over spend

This budget overspent by £47.6k, and the allocation of how it was spend is as follows:

	Budget	Outturn	Variance
	£	£	£
<u>Primary and Secondary Schools</u>			
Vulnerable Children support		34,400	
Other school support		25,000	
School rates adjustment re former Children's Centres		62,900	
Pension Costs		6,000	
<u>Special Schools</u>			
School budget support		127,200	
Other budget support		4,800	
Special School buyback		(155,000)	
Special School balance redistributed		42,800	
Total	100,500	148,100	47,600

2.8 Special Staff Costs - £77,500 over spend

There was a £77.5k overspend on Special Staff costs as shown in the table below:

	Budget	Spend	Variance
	£	£	£
Maternity, Paternity & Other Staff Costs	582,700	664,900	82,200
TU Facilities	86,800	82,000	(4,800)
Insurance & Recharges	6,900	6,900	0
Total	676,400	753,800	77,400

2.9 Behaviour Support - £15,600 under spend

Income received from Managed Moves has offset the cost of Embedded Police giving a small under spend. The structure of this budget will be reviewed during the year.

2.10 Schools Block DSG

An additional £145k has been received during the year. This relates to pupils transferring from Kingsway Academy to other schools from September 2017. The DfE adjusted the recouped amount from Wirral's DSG to take into account the full year due to academies being funded on an academic year basis. However, some funding for maintained schools is on a financial year basis i.e. 7/12ths. This is a one-off surplus and it is proposed that this additional funding is ring-fenced to support schools that admitted Kingsway pupils between September 2017 and March 2018 but have not yet received additional funding.

3.0 EARLY YEARS BLOCK

3.1 The overall position on the Early Years block was an under spend of £848k when comparing actual spend with DSG received, as summarised by the following table:

	2017-18 DSG £	2017-18 Outturn £	2017-18 variance £
2 Year Olds	3,372,482	3,461,600	89,118
3/4 - universal	11,147,870	10,884,476	-263,394
3/4 - extended	2,882,862	2,536,739	-346,123
EYPP	269,798	258,999	-10,799
DAF	96,550	41,820	-54,730
MNS Protection	494,931	517,510	22,578
Central Costs	518,700	415,959	-102,741
Inclusive Practice Fund	450,000	268,499	-181,501
Total	19,233,193	18,385,602	-847,592

3.2 Inclusive Practice Fund - £181,500 under spend

The underspend in this budget was expected due to a change in the awards process being implemented mid-way through the year. It is proposed that this underspend is ring fenced to Inclusive Practice, and will be considered further by the Early Years working group.

3.3 Early Years Central Budget - £102,700 under spend

This budget was increased to fund:

- an 18 month Project Officer post;
- promotion of the 30 hours extended offer for working parents;
- promotion of the 2 year old funding;
- training for childcare providers;
- implementation of a tracking system and audit process.

There has been some slippage in these areas but it is anticipated that these initiatives will be implemented in full in 2018-19.

3.4.1 2 Year old offer - £89,100 increase

Payments to providers during the year for 2 year old funding was £89k in excess of DSG received due to a drop in the eligible population during the Spring 18 term. This is described elsewhere on the agenda.

3.4.2 3 & 4 Year Old Universal Offer - £263,400 reduction

DSG funding for the 3 and 4 year old Universal offer was £263k in excess of payments made during the year. This part reflects the timing of the DSG

allocations. The Early Years working group will review this in terms of whether there is scope to further increase the hourly rate for 3 and 4 year olds from April 2019.

3.4.3 **3 & 4 Year Old Extended Offer - £346,100 reduction**

The extended offer for working parents of 3 and 4 year olds saw an under spend of £346k against anticipated DSG funding. Autumn 17 was the first term of this offer, and take up increased by 42% in Spring 18. As DSG funding for the first year is based entirely on the January 2018 census this results in a one-off surplus.

3.5 **Disability Access Fund – £54,700 reduction**

2017-18 also saw the introduction of the Disability Access Fund (DAF), to support disabled children's access to the entitlements for 3 and 4 year olds. Wirral was given an initial allocation of £100,000, which was later revised to £96,500 and was based on the number of Wirral children in receipt of Disability Living Allowance.

Take up of the offer has been slower than expected, with 68 awards made at £615 each, giving a total spend of £41,800. Although not yet confirmed, the DfE have indicated that Local Authorities will be able to retain unspent amounts in the 1st year. It is proposed the £54.7k unspent DAF funding is ring fenced to be spent on further initiatives to support the purpose of DAF, such as training, equipment etc. This will be considered further by the Early Years Working Group.

4.0 **HIGH NEEDS BLOCK**

4.1 **Special Education Needs Statements (excluding Early Years) - £252,900 over spend**

Costs for both Primary and Secondary statements exceeded their budgets by £187k and £38k respectively. The overall budget of £4.174m for SEN Statements also includes the Inclusive Practice Fund as described above (paragraph 3.2).

4.2 **Special Education Needs Top Ups - £470,300 over spend**

A budget of £9.2m funds the Pupil Led Top Up funding in Specialist Provision, Resource Bases, FE, Colleges and Alternative Provision.

Although top-up numbers were slightly lower than budgeted in bases there was a large overspend in Special Schools where numbers and needs are at higher levels than budgeted.

There were £72k of costs relating to additional learners at Wirral Metropolitan College and Birkenhead Sixth Form College, and a £54k overspend on Exceptional Needs.

The £38k overspend on Nursing Support was a result of 2 invoices relating to previous years.

The breakdown of the SEN Top Ups budget is as follows:

	Budget	Spend	Variance
	£	£	£
Top Ups for Maintained Special Schools	6,527,400	6,873,100	345,700
Top Ups for Resourced provision	704,000	663,000	(41,000)
Alternative provision	367,000	367,600	600
FE and 6 TH Form Top Ups	946,000	1,018,600	72,600
Additional Nursing Support	127,100	165,300	38,200

Exceptional Needs	504,100	558,300	54,200
Total	9,175,600	9,645,900	470,300

4.3 Home Tuition - £56,600 over spend

The Home Tuition Service over spent by £57k due to increased service demands, and to ensure statutory requirements are met.

4.4 High Needs Contingency - £122,600 under spend

The High Needs Contingency budget of £305,100 was not allocated in full during 2017-18. Commitments during the year included:

	£
90% SEN guarantee for maintained schools	159,200
Support for additional places	23,300
	207,500

4.5 Support for SEN - £247,900 under spend

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

4.6 Independent Special Schools - £419,300 under spend

£197k of this budget was uncommitted during the year, reflecting a reduction in numbers during the autumn term, although numbers rose again in the spring term, with 88 pupils placed in Independent Special Schools at the end of March 2018.

£222k is a one-off saving in 2017-18 arising from commitments that were overstated in 2016-17.

5.0 UPDATE ON SPECIFIC RESERVES

5.1 The DSG reserves carried forward into 2017/18 were £1.9m, and the amounts carried forward into 2018/19 total £2.3m as follows:

- **Job Evaluation and Pay Harmonisation – Balance at 31.03.18 - £0.655m**
- **DSG Reserve – Balance at 31.03.18 – £1.49m**

	£
DSG Carry Forward from 2016/17	1,072,400
Additional DSG relating to 2016/17	38,000
Budgeted use of Reserve in 2017/18	(568,900)
Schools' budget contribution to reserve 2017/18	950,600
	1,492,100

- **Early Years – Balance at 31.03.18 - £0.094m**

£36.4k of this reserve has been used during the year to fund the purchase of the 2 Year Old Portal and the Provider Self Update Portal. The remaining £94k is expected to fund development in the Early Years Portal.

- **City Learning Centres – Balance at 31.03.18 - £0.045m**

There will be some remaining final closure / school reuse costs in relation to the former City Learning Centres, but these are not expected to exceed £45k.

6.0 CONCLUSION

6.1 The £142.7k under spend recorded against the PFI Affordability Gap relates to the Council's contribution to the school budget. The remaining services had a cumulative under spend of £950,600, largely related to the Early Years block.

6.0 RECOMMENDATIONS

6.1 That the Forum notes the report and the financial position of the Schools Budget for 2017/18.

6.2 That the net under spend of £950,600 on the schools element of the budget is transferred into the DSG reserve.

6.3 That the £1,492,100 balance in the DSG reserve be ring-fenced as follows:

- £145,000 to support schools who admitted Kingsway pupils between September 2017 and March 2018 but have not yet received additional funding;
- £181,500 for use to support the Inclusive Practice Fund;
- £54,700 to be used for further initiatives to support the purpose of the Disability Access Fund, such as training, equipment etc.
- £541,500 to support High Needs pressures in 2018-19 and beyond as agreed by Forum on 17th January 2018;
- £569,400 to support the general Schools' Budget in 2018-19 and beyond.

Paul Boyce
Director of Children's Services

Appendix 1 – Budget Variations 2017/18

	Budget 2017/18	Spend 2017/18	Variation 2017/18
	£	£	£
Individual Schools Budget:			
Primary Schools	95,172,700	90,734,700	-4,438,000
Secondary Schools	20,884,800	20,976,300	91,500
Special Schools	8,941,300	8,941,300	0
SEN Bases	1,580,000	1,580,000	0
Wirral Hospital School	1,356,300	1,356,300	0
Early Years	18,104,900	17,701,100	-403,800
Individual Schools Budget Total	146,040,000	141,289,700	-4,750,300
Central School Costs:			
Early Years	518,700	416,000	-102,700
Admissions	341,800	321,700	-20,100
School Closure / retirement costs	60,000	74,700	14,700
Licences and Subscriptions	226,100	226,100	0
Schools Forum	10,600	0	-10,600
Contribution to Combined Budgets	875,600	875,600	0
PFI affordability gap	1,551,100	1,408,400	-142,700
Retained duties - ex Education Support Grant	1,021,600	1,021,600	0
Costs delegated to schools:			
Library Service	191,700	187,400	-4,300
Insurances	29,200	15,500	-13,700
School Specific Contingencies	100,500	148,100	47,600
Special Staff Costs	676,400	753,800	77,400
School Meals	19,700	19,700	0
Behaviour Support	84,200	68,600	-15,600
School Improvement	101,600	101,600	0
High Needs Pupils:			
Statements	4,174,800	4,246,200	71,400
SEN Top Ups	9,175,600	9,645,900	470,300
High Needs Contingency	305,100	185,500	-122,600
Independent Special Schools	3,770,000	3,350,700	-419,300
Home Tuition	348,900	405,500	56,600
Support for SEN	1,971,500	1,723,600	-247,900
Special School Transport	58,200	58,200	0
Exclusions	0	-23,400	-23,400
Non Delegated School Costs Total	25,612,900	25,228,000	-384,900
Total School and Central Costs	171,652,900	166,517,700	-5,135,200
Dedicated Schools Grant	-170,320,500	-166,278,600	4,041,900
Use of Reserves	-568,900	-568,900	0
Contribution to DSG reserves	0	950,600	950,600
Grand Total	763,500	620,800	-142,700

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WIRRAL COUNCIL

WIRRAL SCHOOLS' FORUM 17th May 2018

REPORT OF THE DIRECTOR OF CHILDREN'S SERVICES

Forum Membership Review

EXECUTIVE SUMMARY

This report summarises the current representation of the Forum and seeks views regarding a proposal to increase early years membership and/or other representation. This decision was deferred from the January meeting.

Current Representation

The table below details the current makeup of the Wirral Schools' Forum and terms of office.

		2014-2018	2015-2019	2016-2020	2017-2021	Total
Total Membership						
5	Primary Headteachers		1	2	2	5
4	Primary Governors	1		1	1	3
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
14	Total Schools Membership					
1	Academy Pupil Referral Unit (EMAP)				1	1
8	Academy Representative		2	1	4	7
9	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	2	7	10	9	28

Vacancies

There are currently 2 vacancies:-

Primary Governor Representative – This has been vacant for 12 months. A number of requests have been sent out, to date no nominations have been received.

Academy Representative – A request for nominations was sent out and the closing date is 15th May. At the time of writing this report no nominations have been received.

Increasing the Early Years Membership

There are 3 early years representatives (1 nursery and 2 Private Voluntary and Independent (PVI)). The PVI sector has requested that their membership on the Forum is increased by 2 places. This change would give the opportunity to more broadly reflect views of this sector and the growth in provision. If agreed membership would continue to be managed by the Early Years group. One of the 2 posts would be held by the chair of Wirral's National Day Nursery Association.

National Guidance indicates the LA should appoint at least 1 person to represent Early Years PVI providers.

Other School Forum Members

It is intended that non-school representatives should come from a range of stakeholders and partners. These include appropriate faith groups, SEN providers, post 16, professional associations and TU's, PVIs and representatives of youth groups. Schools Forum regulations require school and academy representation to be at least 2/3rds of total membership. There are currently 23 school and academy reps and 8 non-school reps. The non-school representatives can increase to a maximum of 11 on this basis. If a further 2 places are agreed for the PVI sector there are a further 2 places that could be offered to partners. At the December Forum Meeting suggestions provided were nursery classes, representatives of 14-19 year old provision and Youth.

Recommendations

- Forum notes the report
- Forum approves the changes described to Early Years PVI representation.
- Forum considers representation from other partners

Paul Boyce
Director of Children's Services

**WIRRAL SCHOOLS FORUM – 17th May 2018
WORK PLAN**

Meeting Date	Wed 4th July 2018	September 2018	January 2019	May 2019
		Elect chair & vice chair		
Budget	Schools Budget Outturn 2017-18 School Balances and Reserves School Budget Monitoring	Budget monitoring and Final DSG Update on School budgets/balances	Budget Monitoring Schools Budget 2019-20 Changes to Schools, High Needs and Early Years funding formula De-delegation of budgets Update on School budgets/balances	Schools Budget update 2019-20 Schools Budget provisional outturn Update on School budgets/balances
Consultation		2019-20 National Funding Formula for Schools, High Needs and Early Years		
DfE Regs & guidelines		DfE Operational Guide	School Finance Regulations Schools Forum Structure (identifies voting rights)	
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	Arrangements for Alternative Provision Energy update Wirral Traded Services Update Arrangements and funding for School Exclusions Free School Meals Eligibility update Admissions Update	Forum Membership Combined budgets PFI budgets Other central budgets High needs funding & places Primary place planning De-delegated services <ul style="list-style-type: none"> • Contingency • Special Staff Costs • Library Service • Insurance • Behaviour Support 	School Contracts MEAs Update Academy update Sensory support Service Update	School Admissions Early Years Edsential Business Plan High Needs Funding arrangement Home Tuition Update

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