



Wirral Schools Forum

Date:	Wednesday, 15 May 2019
Time:	6.00 p.m.
Venue:	Council Chamber - Wallasey Town Hall

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AGENDA

1. **MINUTES OF THE MEETING HELD ON 16TH JANUARY 2019 (Pages 1 - 8)**
2. **MATTERS ARISING**
3. **SENSORY SERVICE (Pages 9 - 10)**
4. **EDSENTIAL UPDATE (Pages 11 - 12)**
5. **HOME EDUCATION SERVICE (Pages 13 - 20)**
6. **EARLY YEARS UPDATE (Pages 21 - 22)**
7. **BUDGET OUTTURN 2018-19 (Pages 23 - 30)**
8. **SCHOOL BALANCES AT 31ST MARCH 2019 AND DEFICIT BUDGETS (Pages 31 - 32)**
9. **SCHOOLS BUDGET UPDATE 2019-20 (Pages 33 - 36)**
10. **WORKPLAN (Pages 37 - 38)**
11. **ANY OTHER BUSINESS**

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WIRRAL SCHOOLS' FORUM

16th January 2019

MINUTES

Present: Adrian Whiteley (Chair)

Schools Group

L Ayling	T Kelly
M Bellamy	N Lightwing
R Bridges	C McKenna (deputy)
K Brown	M Morris
J Bush	E Neal
L Davidson	T Taylor
M Forber	J Weise
H Johnson	R Wood

Non-Schools Group

S Bennett	N Prance
I Harris	S Ralph

In Attendance:

S Allen	A Davies
S Ashley	S Talbot
J Wood	A Ryecroft
P Boyce	C Fenlon
S Gibbs	

Apologies:

E Atkinson	R Mahoney
B Cassidy	D Spencer
S Davies	A Waller
A Donelan	

1. Minutes from the Meeting held on 7th November 2018

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

2. Matters Arising

There were no matters arising

3. 2019-20 Schools Funding Formula and Minimum funding Guarantee (MFG)

Paul Boyce highlighted the work that has been carried out since the last meeting to resolve the concerns about the 2019-20 funding formula. Cabinet requested that no children should be disadvantaged as a result of the change in formula and minimum levels of funding (£3500 per pupil for primary schools, and £4800 per pupil for secondary schools) should be met.

Shaun Allen confirmed that the funding formula to be recommended to Cabinet will therefore be the formula that was supported by schools in the consultation and Schools' Forum (Wirral's current formula with the National Funding Formula values Low Prior Attainment but with an additional factor to ensure schools receive the minimum amount per pupil that is included in the National Funding Formula. A Minimum Funding Guarantee (MFG) of 0% will also be recommended. These proposals ensure that Cabinet's criteria are achieved, and will be considered at Budget Cabinet on 18th February.

The chair thanked all those who have worked towards this solution since the last meeting.

Resolved

Forum noted the report

4. Primary Place Planning

Sally Gibbs provided an update on places in the primary sector and projections going forward. Based on birth rates there will be an estimated 720 less pupils in 5 years. When reviewing school places housing developments are taken into consideration as they can affect school numbers within the vicinity. As pupil numbers reduce the LA has to take into consideration national guideline of less than 10% surplus places in schools for maximum efficiency and parental choice.

This subject is on the agenda for the upcoming Education Summit.

Resolved

Forum noted the report

5. Early Years Update

Carol Fenlon updated Forum on the discussions at the Early Years Working Group. The take up of Early Year's free entitlement for 2, 3 & 4 year olds is very good with 93% of eligible 2 year olds accessing funds and, which is high in each area.

The charging policy consultation sought views of a number of proposals for the early childhood service. Key areas were Principles, training cancellation fees, admin charges. Early Years providers felt there should not be any charges as the LA retain 5% of the funding to provide services. Discussions with Early Year providers is ongoing.

Although referrals for Inclusive Practice Fund (IPF) are increasing, there is still a reluctance to seek support for additional needs so the following have been recommended to improve and support this:-

- Increase the hourly rate from £4.30 an hour (Basic element for 3&4 year olds) to £5.12 an hour
- Support the transition from F1 to F2 with IPF continuing for the 1st half term in F2
- Fixed term post to support the above changes with specialism in early language development.

IPF funding is monitored termly by a multi-agency review panel. Settings have to prove that they are using the funding appropriately. A Forum representative suggested that pupils should be tracked over time to establish how many progress to an EHCP. To ensure continuity of support the Early Childhood service attends regular SENCO meetings.

Further work is required for EYPP take up as GDPR has meant that processes need to be updated.

Resolved

- Recommendation 6.1, to apply charges to training, cancellation and administrative discrepancies of headcount submissions was deferred to the Next forum Meeting as this is being discussed further at a meeting next week.
- Forum agreed to increase the base rate of the IPF, the transition support into F2 for 1st half term, and a fixed term post to support these changes.

6. High Needs Working Group Update

John Wood outlined the current position of the High needs budget which, at the time of the working group was projecting an overspend of £1.43m. There has been growth in mainstream top ups, including EHCPs, and 6th form and FE provision. Half of the 2018-19 top slice has been used for trial bases which will continue until the review has been completed.

The High needs budget has not been looked at in isolation, but the DSG as a whole. As budgets are tight in all areas it was considered that a 0.5% top slice for High Needs from the Schools block will just shift the problem from one funding area to another and would not solve any fundamental problems, so will not be recommended to Forum.

There are limited short-term savings within the High Needs budget but any opportunities need to be maximised to relieve the current pressures. Pressures do not only come from EHCPs but also poor early identification and management of behaviour along with inefficient processes. Any solutions are likely to take 3 years, and a long term plan is required

The SEND review was initially for one term, but has been extended to a 12 month period particularly due to the weakness of management information due to paper records. There is a push to transfer the paper records to an electronic system which will take 2-3 months.

The SEND review is looking at current provision and changes required to be more efficient, and an initial report is anticipated by the end of February 2019.

Resolved

Forum noted the report

7. Budget Monitoring 2018-19

Shaun Allen advised the Forum on the expected position and variations with regard to the Schools Budget in the current financial year, particularly an overspend of £1.13m within the high needs budget.

A further 3 schools have converted during the autumn term which will result in a further reduction of the DSG (and corresponding reduction in spend).

Resolved

Forum noted the report

8. Revision of Support Staff Salary Scales

Sue Blevins updated Forum on the assimilation of the support staff pay scales from April 2019 to ensure there is an incremental 2% step between spine points, with an estimated cost to maintained schools of £1.8m, with a further £0.5m cost to Academies should they also choose to implement the revised pay scales.

Resolved

Forum noted the report and endorsed the approach to the implementation of the revised pay scales for Wirral maintained schools.

9. Schools Budget 2019-20

Shaun Allen outlined the schools budget for 2019-20 highlighting the following:-

- The proposed budget for 2019-20 is £267,661,400, which includes an in-year deficit of £2.34m
- The LAs will continue to determine local formulae for an additional year in 2020-21
- The Schools block will be ring-fenced with the flexibility of 0.5% transfer to high needs
- The High needs block will receive an extra £1.7m, this includes the additional £712k announced by the Department for Education in December.
- Pupil Premium rates, Universal infant Free School Meals, PE and Sports Premium and Year 7 Catch Up will remain the same in 2019-20
- Teachers Pay Grant will be paid for the full year.
- The £1.9m headroom, mainly from increased pupil numbers will be split proportionately between Primary and Secondary budgets.
- Contribution to combined budgets remains the same

- Changes to High Needs Places

- Full Year Effect of changes made in 2018-19

- Birkenhead 6th Form College reduce by 8 places to 57
 - Wirral Met College increase by 2 places to 119
 - The Observatory increase by 21 places to 76
 - Foxfield increase by 5 places to 138
 - Elleray Park increase by 18 places to 128
 - Stanley increase by 21 places to 141

- Full Year Effect of Trial bases introduced in 2018-19

- Woodslee additional 8 places
 - The Observatory additional 6 places
 - Oldershaw additional 5 places
 - Hilbre additional 1 place

- Changes from September 2019

- Foxfield increase by 2 places to 140
 - Townfield reduce by 1 place to 10
 - Woodchurch High increase by 5 places to 20
 - Oldershaw increase by 6 places to 26
 - Emslie Morgan AP reduce by 20 places to 80
 - Weatherhead reduce by 1 place to 0
 - Wirral Met College increase by 14 places to 133

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

The views of the Forum are that Wirral's DSG is underfunded by government and the chair will put together a letter to express the Schools' Forum's view that there is not enough money to support the children of Wirral, especially pupils with additional needs. There are increasing pressures within schools where services from other parts of the Local Authority have been withdrawn.

It was noted that from the end of 2019-20 LAs will have to provide a recovery plan if DSG is overspent by more than 1%.

Resolved

- 1) The views of the Forum will be referred to Cabinet on 18th February.
- 2) The contribution for combined budgets of £875,600 in 2019-20 will remain the same
- 3) That the uncommitted DSG reserves remaining at the end of the financial year 2018-19 are used as a contingency to support High Needs pressures in future years.
- 4) The School Budget be referred to Cabinet on 18th February

10. De-delegation of Budgets

The following budgets can be de-delegated: Contingency, Special Staff Costs (including TU facility time), School Library Service, Insurance, FSM eligibility, Behaviour Support, School Improvement and former ESG Costs
An increase of TU Facilities costs has been built in to take account of past pay awards, which will be reviewed annually.

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

1. The Primary Forum Representatives agreed to de-delegate each of the following budgets for the financial year 2019-20:-
 - Contingency
 - Special Staff Costs (Maternity & Paternity)
 - Trade Union Facilities time at the increased rate
 - School Library Service
 - Insurance
 - School Improvement
 - Behaviour support

The Primary Forum Representatives did not agree to de-delegate FSM eligibility, so schools will instead receive an in-year charge of £350.

2. Primary Forum Representatives agreed a contribution to former ESG costs for General Duties of £363,256.
3. The Secondary Forum Representative agreed to de-delegate each of the following budgets for the financial year 2018-19:-
 - Contingency
 - Special Staff Costs (Maternity & Paternity)
 - Trade Union Facilities time at the increased rate
 - School Library Service
 - Insurance
 - School Improvement
 - Behaviour support

The Secondary Forum Representatives did not agree to de-delegate FSM eligibility, so schools will instead receive an in-year charge of £550.

4. Secondary Forum Representatives agreed a contribution to former ESG costs for General Duties of £65,373
5. Special Schools Forum Representatives agreed a contribution to former ESG costs for General Duties of £71,101.

11. Update on School Balances and Deficit Position

Sue Ashley updated the Forum on indicative school balances and the projected deficit position of schools moving forward. The indications show that balances will continue to reduce to £1.7m at March 2020.

These indicative balances do not include the effect of the increase in Teachers Pension Employers Contributions from September 2019 or the increase of more than 2 % to some of the lower scales within the support staff from April 2020 however; these costs will be built into period 9 monitoring reports.

Forum acknowledged that schools continue to face significant and ongoing financial challenges and headteachers and governors are working hard to

review and set sustainable budgets moving forward and in doing so often have to make difficult staffing decisions as part of the process. However, balances are still reducing despite this.

Resolved

Forum noted the report

12. Membership Report

Sue Ashley updated Forum on the current membership and vacancies. The new PVI representative is Ellie Longbone.

Resolved

Forum noted the report

13. Workplan

The workplan was provided for information.

The dates of the meetings for the 2018-19 academic year are:-

Wednesday 15th May 2019

Wednesday 26th June 2019

14. Teachers Pension Consultation

Shaun Allen advised Schools Forum of the ESFA consultation concerning the funding of the teachers' pension increase from September 2019. The consultation closes on 12th February 2019, and only seeks views on the institutions that will be funded, not allocation mechanisms. Shaun will circulate details of the consultation to members for them to distribute to their representative groups.

15. Any Other Business

The chair noted that his term of office is due to finish so Forum needs to consider how we nominate the chair and vice chair going forward.

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WIRRAL COUNCIL

SCHOOLS FORUM – 15th MAY 2019

REPORT OF THE CORPORATE DIRECTOR FOR CHILDREN SERVICES

SENSORY SERVICE

1. EXECUTIVE SUMMARY

The purpose of this report is to update Schools Forum on the Sensory Service.

2. BACKGROUND

Wirral has at present 604 children and young people with a significant visual/hearing impairment (0-19 years) accessing the Sensory Service. They all meet a National Eligibility criteria for intervention. This document can be found on the Local Offer. Clinical information informs this process. There are 326 children who receive intervention from the Hearing Support Team and 248 children with a visual impairment receiving input from the Vision Support Team. There are also, in addition, 34 children with dual loss i.e. both vision and hearing loss, where input from both teams is needed. These figures do not include new referrals in assessment.

Out of county placements have reduced from 11 to 2 over the last decade. One pupil is placed at St Vincent's Blind school and another at the Royal School for the Blind in Liverpool. These each cost approximately £29,000 (including transport). One deaf student will attend Secondary provision in Doncaster in September 2019 at a cost of 55,000 per year (includes transport). The service continues to maintain a highly flexible, very highly skilled workforce in order to meet the changing needs of children across the Wirral.

The number of referrals and numbers on the active caseload can vary but the general trend in the last 5 years has been for an increase in numbers and an increase in complexity of needs. Early intervention is a strength of the service as is the drive to develop pupil independence.

The service provides advice regarding the needs of children for all schools and Early Years settings to help them meet requirements of the Equality Act and the Code of Practice.

There are 4.8 FTE Qualified Teachers of the Deaf and 4 Qualified Teachers of the Visually Impaired. The Sensory Service has one full time Rehabilitation Officer and 9.1 FTE Specialist Teaching Assistants. There are 70 children who receive targeted interventions involving a combination of Teacher and Specialist Teaching Assistant. These interventions range from full time support for those using braille or sign as their first medium to 30 minutes a week or short blocks. The rest of the children are monitored by the Teaching team from monthly to annual visits where they offer advice, support and training for staff.

The 2018/19 year has been a challenging year for the Service due to a move from Liscard to Hamilton Building which caused some disruption, but also due to 5 members of staff being off due to maternity leave or long-term sickness. The service would like to thank Schools for their co-operation and patience during this period.

3. SPECIALIST PROVISION

There is one primary school (Townfield) with specialist provision for children with a hearing loss who require sign language. Currently there are 9 pupils attending. The number of funded places at the provision will reduce from 11 to 10 in September 2019. Place funding is £6,000 and top up £10,000 per child attending.

At present there is a projected shortfall overall of £25,423 in funding for the base in September. This is due to the staffing levels for children who require one to one communication support. The children are more spread out throughout the year groups resulting in fewer instances where one member of staff can support communication for two children.

The base is managed well by the school. There has been one Halton pupil placed at the school this term and there is interest from 3 other families from outside of Wirral with possible starts in September 2019. These will be externally funded by the other Local Authorities.

4. OTHER SERVICES

Children and young people are provided specialist equipment to help facilitate access to the curriculum in mainstream schools. There are 52 hearing impaired children who use radio aids to help reduce background noise and help focus more on the class teachers voice.

The Service has run 4 British Sign Language courses across Wirral this year to help develop a broader base of parents, children and staff who can communicate with pupils with a need to sign.

For the first time ever there are 4 children who are blind and learning through the medium of Braille in mainstream school. Transition in September will be exceptionally challenging for the Vision Support Team as they will be supporting 4 Brailleists, 2 in Secondary schools, 2 in Primary schools who will all be in transition.

Projections suggest an unusual spike in Early Years cases of children who are blind. An example of a recent purchase specialist equipment is the Braille Note, costing £4,500. This enables the pupil to record and produce braille in an electronic format that can link to school networks. The availability of Specialist Teaching Assistant support will need to be reviewed in preparation for September 2019.

5. RECOMMENDATIONS

1. That the Forum notes the report

Paul Boyce
Corporate Director For Children Services

WIRRAL COUNCIL

WIRRAL SCHOOLS FORUM: 15 May 2019

REPORT: MANAGING DIRECTOR, ESENTIAL COMMUNITY INTEREST COMPANY

1. EXECUTIVE SUMMARY

Edsential has had a solid third full year fulfilling its mission as a Community Interest Company. We have delivered our business plan and have established ourselves as the sustainable, high quality provider that schools can rely on 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.

We have increased our efforts to bring external funding to our schools to help with the financial challenges they face in providing the support and experiences our children deserve. We have successfully won, or helped win, several hundred thousand pounds of funding for children across Wirral and CWAC.

Edsential's grant fund has awarded £100,000 to projects submitted by our schools, 60 Wirral schools will benefit from being part of successful applications.

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:

<i>Residential and outdoor education Service</i>	639 different schools hosted
<i>Creative, performing and visual arts service</i>	4080 GCSE/ A Level sessions
<i>Learning outside the classroom</i>	597 schools supported across 4 LAs
<i>Governor service</i>	3084 hours of clerked meetings
<i>Music service</i>	2000 children played alongside the Halle Orchestra
<i>Catering service</i>	5,320,000 meals served

Highlights from 2018-19

- **Sailability** - BBC Countryfile filmed a segment at the Conway Centre Anglesey highlighting our work as the premier Sailability centre in the UK, the RYA's national programme enabling people with disabilities to try sailing and take part regularly. Edsential were also 2019 winners of the RYA's "More Than Sailing" Award for the impact of our Sailability work on visiting school children with disabilities and the North Wales community.
- **Catering** - Over **£1.1m** in savings will have been passed to our schools and parents by the end of the next academic year due to the price freeze and management fee reductions. All whilst providing the best quality meals with highest ethical standards in the region.
- **Sustainable Palm Oil** – Edsential catering service were a major part of Chester Zoo's successful initiative to make Chester the world's first sustainable palm oil city. Edsential are going further to help our schools contribute to tackling deforestation and helping local communities in East Asia, we are in the process of becoming the **world's first** school catering provider to be fully sustainable palm oil certified by the RSPO. This should be achieved in June 2019.

- **Duke of Edinburgh** – Edsential are, once again, 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. We have launched the new “junior” DofE scheme this year that is targeted at KS1 & KS2.
- **Collaboration** – Gaby Crolla is leading our consultation with schools to shape the next 5 year plan for Edsential. We are committed to keeping schools’ views at the heart of our planning processes to ensure we meet your changing needs.

Bringing grant funding to our schools

Edsential have won or supported schools to win bids for the following funds:

- **Edsential grant fund** has awarded **£100,000** to fund 12 projects. 60 Wirral schools will benefit from these grants
- Early years music - **£100,000** has been won to fund the development of Early Years Music over the next 2 years
- Holiday activity and healthy food grant: **£550,000** – Edsential bid on behalf of CWAC for the DfE fund to provide holiday activities and meals in several deprived areas of Cheshire West. We are working with several partners to benefit over 4000 children in summer 2019. We were the only successful bid in the NW England.

RECOMMENDATIONS

It is recommended that the report is noted.

lan.mcgrady@edsential.co.uk

WIRRAL COUNCIL

WIRRAL SCHOOLS FORUM Wednesday 15th May 2019

REPORT OF THE CORPORATE DIRECTOR FOR CHILDREN'S SERVICES

Update on the Change to Funding for Wirral Home and Continuing Education Service

1. EXECUTIVE SUMMARY

The Home and Continuing Education Service is Wirral's response to its statutory duty to provide a suitable education for children who cannot attend school because of their medical needs. 1 in 10 school children will suffer from a diagnosable mental health disorder¹ which is reflected in the referrals to the service (approximately 90% are through CAMHS).

This report is an update of the proposal that was presented to Schools Forum in May 2018 for a renewed service that will cater for the needs of the young people, families and schools of Wirral by providing the appropriate level of resources, facilities and accommodation that allow the effective running of the service in accordance with our statutory duties.

2. BACKGROUND

The Home and Continuing Education Service 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 by ensuring that: that they make the best educational progress that their health needs allow and that they achieve outcomes that allow them to access the most suitable pathway to prepare them for their future success.
- 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. "Full-time education" is not defined in law but it should equate to what the pupil would normally have in school – for example, for pupils in Key Stage 4 full-time education in a school would usually be 25 hours a week. When education is delivered via one to one tuition it is not, necessarily, expected to be 25 hours a week.² One to one teaching is, by its nature, more intense than class teaching.
- 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, e.g. 1:1 teaching, small group teaching, part or full time within a mainstream or special school. The overarching aim is that the child should be as fully included in the education process as their health condition allows.

¹ Future in Mind: Promoting, protecting and improving our children and young people's mental health and wellbeing NHS England DoH 2015 Chapter 3 page 25

² Ensuring a Good Education for Children who cannot attend school because of health needs. May 2013 DFE-00307-2013 page 4

3. Progress Towards Revised Service Structure

	Proposed	Actual
Head of Service	Full time	No change
Deputy Head of Service	Full time	0.8 Remains on casual basis
General admin/exam officer	0.6 days	0.4 with 0.3 casual
Finance clerk	0.6 days	Not appointed
1 learning mentor	0.8	Remains casual
Contracted teacher	FTE 1.0	2 x 0.2 2 x 0.3 From September 2018
1 HLTA	Full time	0.6 casual

	F2	Y1	Y2	Y3	Y4	Y5	Y6	Y7	Y8	Y9	Y10	Y11	Y12	Y13	Y14	
2016/17	2	3	3	0	0	4	3	8	7	19	20	31	8	4	1	113
2017/18	0	2	2	5	2	3	7	11	17	17	22	43	12	2	3	147
2018/19	0	0	2	1	1	3	3	8	7	15	24	32	17	2	2	117
Waiting list	0	0	0	2	0	1	1	1	6	4	8	3	0	0	0	26
Total to 03/05/19	0	0	2	3	1	4	4	9	13	19	32	35	17	2	2	143

In the last report it was assumed that no further referrals would be made between May and July, however 10 referrals were made between May and the end of the academic year.

If a similar number is assumed this year the service will have supported a total of 153 pupils.

4. Pupils for whom Funding is Unavailable

Electively Home Educated Pupils

The guidance (DFE-00307-2013) states that provision should be available to pupils whether or not the child is on the roll of a school. Consequently, if a pupil who is electively educated by their parents is referred by a consultant doctor, they are entitled to HES support. They come with no funding to claim charges against at any time.

This year there are 5 pupils in this category.

	Pupils with EHC Plans	Electively Home Educated
2016 - 2017	18	2
2017 - 2018	38	1
2018 - 2019	41	5

Post 16 Pupils

There is no available funding for young people who are unable to transition into Post 16 education, employment or training because of their health and do not have GCSE Maths and English grade 4 or above. HES has supported a number of these young people by absorbing them into small groups at the base. However there is more and more demand in this sector.

27 pupils have been supported by HES either by direct teaching in groups or through the learning mentor.

5. Update on the Impact of the Changes to Funding and Structure

Action	Impact
<ul style="list-style-type: none"> provide a core offer of up to 10 hours tuition per week per pupil in at least English, Maths and Science 	<p>KS2 pupils are receiving as many hours as their health and stage allows. KS3 and Yr 10 pupils are receiving up to 7 hours a week GCSE pupils are receiving 6-8 hours per week</p>
<ul style="list-style-type: none"> ensure continued progress, achievement and attainment, within the capability of the pupil, while they are out of full time education 	<p>All pupils were entered for appropriate qualifications. (GCSE, BTEC, Functional Skills, Entry Level Certificate)</p> <p>100% passed qualifications they were entered for. 87.5% pupils passed GCSE grades 9-1 English and Maths 5 pupils took only GCSE English 1 pupil took GCSE Maths only 1 pupil did not take GCSE Maths or English</p> <p>19/24 (79%) pupils transitioned into EET</p>
<ul style="list-style-type: none"> make an important contribution to the safeguarding of pupils 	<p>Since September 2018, 0 requests for services have been submitted to social care. HES has contributed to the TAF process for 13 families, HES is Lead Professional for 1 of these families. 2 pupils are Child in Need Learning Mentor continues to carry out home visits to pupils who struggle to engage with home education consistently. She offers support to the families and targeted PSE/social skills/building resilience/drug and alcohol awareness to the pupils. This has tended to be aimed at Year 11 and Post 16 pupils to facilitate them being able to cope with GCSE exams and move into college as and when they are ready.</p>
<ul style="list-style-type: none"> provide accurate and regular data regarding attendance and progress to the pupil's main school 	<p>The data collected on the pupil tracking system is used to inform schools about pupil attendance and progress. Face to face and phone contact with named people in schools also contributes to the effective communication between HES and referring</p>

	schools.
<ul style="list-style-type: none"> • reduce the time between referral and start of teaching and enable the efficient reintegration of pupils into full/fuller time school. 	<p>This continues to be a challenge due to the demand on the service. Demand includes greater numbers of pupils with complex difficulties encompassing their health, learning and social situation.</p>
<ul style="list-style-type: none"> • work with schools and the LA to facilitate pupils' timely re-integration into a full/fuller time place within an appropriate educational setting e.g. their home school, resourced base, special school 	<p>23 pupils have fully reintegrated into school. The rate of reintegration into full/fuller time school has slowed due to the number of pupils with an EHC Plan waiting to be placed. (7 pupils)</p>

6. Summary of Budget / Staffing Changes from 2016 to 2019

- Admin support has been fairly consistent with a slight increase in hours and additional hours worked to cover need above contractual hours on a “as needs” basis. The salary has risen by 1.75% & 2% over 2 years which has not been covered by increased funding.
- Learning Mentor covers group session work, co-ordination of CIEAG, and transition to Post 16 provision if this is appropriate for the pupil. Therefore, the demand on her time has significantly increased from original agreed hours- result of demand.
- Cost of Invigilators has increased as the service is now become a stand-alone exam centre and as a result of the increased number of pupils taking external examinations.
- Apprenticeship Levy costs – introduced automatically as part of payroll costs in April 2017 - no extra budget allocated to cover costs.
- Pension deficit increased costs as part of payroll- no extra budget allocated to cover costs.
- Head of Service pay increased due to being placed on the leadership spine and has received normal teacher pay rises over past 3 years - no extra budget allocated to cover costs.
- Contracted Teacher post increased by FTE 1.0 September 18 – additional £50,000 budget given in 2018 was to cover this increase- pay rises also included over 3 years to increase costs.
- Casual Teacher hours pay increased from
 - £204,717 in 2017/18 to £ 339,822 in 2018/19- as a direct result of demand led needs and significant increase in pupil referrals from schools, delays in placing pupils with EHC Plans, delays in transition back to schools, increase Year 11 and Post 16 pupils. Charging schools £80/week/child started in

- September for pupils who had been in receipt of Home Teaching for 12 weeks before the end of July 2018.
- 2 terms have been charged to schools, the final term in is in financial year 2019/20 and is always going to be accrued. It has to be borne in mind that teacher salaries and on-costs rise year on year.
 - PFI Rental costs for the CLC building go up each year by RPI but the budget allocation has not increased. HES was allocated £40,000 extra in 2017, but the costs are now up to £45,676 and will go up again 2019/20.
 - Expenditure on other supplies and services are kept to a minimum of average £4500 per annum which is not excessive.
 - In 2017/18 Hilbre charged the service £15,000 for fees to support HES's operation. In 2018/19 however they only charged £4228 as Hilbre's Business Director knew the budget could not afford more. However, she spends a great deal of time and effort to provide financial management and financial administration support. Pressure on the budget has meant the part time finance clerk has not been appointed.
 - Year 11 Exam fees average £12,500, fees go up as pupil numbers increase.
 - LA Re-Charges remain static at £10,100. No ideas what these cover so queried with the LA.

Income- basic LA allocation has only increase from £308,900 in 2016/17 to £348,900 in 2017/19 (£40,000 to cover PFI rent), then to £400,500 in 2018/19 - which is only an extra £50,000 - this is clearly not enough to cover the demands of the service.

Claimed from schools:

2016/17 - £133,399 for Year 11 AWPU

2017/18 - £153,422 for Year 11 AWPU

2018/19 - £207,913 for Year 11 AWPU and £80 per week charges to schools from 1st September 2018 to 28th March 2019.

7. RECOMMENDATIONS

That the Forum notes the report

Paul Boyce
Corporate Director for Children's Services

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STAFFING COSTS	2018/19		2017/18		2016/17	
Admin Support	£ 16,131		£ 14,412		£ 12,655	
Learning mentor	£ 22,894		£ 12,929		£ 4,455	
Teaching Assistant Support	£ 10,307		£ 985		£ 1,512	
Exam Invigilators	£ 2,232				£ 525	
Apprenticeship Levy	£ 2,482		£ 67		£ -	
Other costs- pension deficit	£ 1,477		£ 543		£ 486	
DBS costs	£ 528		£ 528		£ 572	
Head of Service	£ 61,721		£ 61,365		£ 59,330	
Contracted P/Time teachers	£ 154,450		£ 166,047		£ 97,915	
		Total		Total		Total
Casual Teachers hourly pay	£ 339,822	£ 612,044	£ 204,717	£ 461,593	£ 101,433	£ 278,883
Travel Costs	£ 12,410		£ 13,823		£ 8,617	
PFI Rental Costs	£ 45,676		£ 43,315		£ -	
cleaning Materials	£ 219		£ 173		£ -	
Furniture & Fittings (POD)	£ 6,299		£ 2,952		£ -	
Educational Materials / Books	£ 4,299		£ 4,728		£ 3,425	
Careers & Professional Fees	£ 11,613		£ 21,905		£ 1,726	
	(Destination travel £3680)		Hilbre Fees			
	(Hilbre £ 4228)					
Payroll Fees	£ 300		£ 2,355		£ -	
Computers / telephones/ Photocopier	£ 2,538		£ 3,183		£ 6,023	
Hospitality	£ 50		£ 43		£ -	
Courses / Exam Fees	£ 12,364		£ 7,292		£ 3,790	
			£ 12,541			
Educated off site-	£ 695				£ 36	
LA Re-Charges	£ 10,100		£ 10,100		£ 8,515	
Total Expenditure	£ 718,607		£ 558,921		£ 311,015	
INCOME						
LABudget	£ 400,500		£ 348,900		£ 308,900	
Yr 11 AWPU reclaimed Tab Income Accrued still to come in	£ 161,115		£ 153,422		£ 133,399	
	£ 46,798					
	£ 608,413		£ 502,322		£ 442,299	
	Overspend £110,194		Overspend= £56599		Underspend= £33386	

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**WIRRAL COUNCIL
SCHOOLS FORUM – 15th May 2019
REPORT OF THE CORPORATE DIRECTOR FOR CHILDREN'S SERVICES
EARLY YEARS WORKING GROUP UPDATE**

1.0 EXECUTIVE SUMMARY

1.1 The purpose of this report is to update the School Forum on discussions at the recent Early Years working group meeting, 26th April 2019 on the following matters; charging policy, core staffing arrangements, take up of 2 year old offer, Early Years Pupil Premium, Inclusive Practice + Disability Access Funds and quality supplement.

2.0 EARLY CHILDHOOD SERVICES CHARGING POLICY;

2.1 Further discussions with Early Years providers have now concluded, following the challenge brought at the School Forum by the Early Years representatives, on 16th January 2019. As a result, the following key principles have been agreed and finalised in a draft report awaiting Senior Leadership and Cabinet agreement in June 2019, with a proposal to roll out in September 2019.

- Apply a non-refundable charge to training delivered by the LA's Early Childhood Service, this will be to cover lay out of training resource and nonattendance.
- Apply a cost for any request for specialist tailored/bespoke training by Early Childhood Service staff.
- Apply Room charges for use of training/meeting room spaces in Wirral's Children's Centres.

3.0 EARLY YEARS CORE STAFFING STRUCTURE

3.1 On 1st April 2019 the implementation of the Early Help and Prevention Service began, following the redesign across previous months. There has been a very positive response to all roles, which have been advertised both externally and internally. It is hoped the teams will meet their full capacity by the end of Summer term. The finalised structure will be as below (**To note: EYB indicates the post is core funded via the early years block budget**);

Head of Service - Early Years 1.0 FTE				
EY Business & Performance Manager 1.0 FTE		Early Years SEND Manager 1.0 FTE (EYB)		EY Quality, Improvement & Training Manager 1.0 FTE (EYB)
EY Business Support Officer 3.0 FTE (EYB)	EY Business Admin 1.0 FTE	EY SEND Officer 3.0 FTE (EYB)	EY Portage Worker 3.0 FTE (EYB)	EY Quality & Training Officer 4.0 FTE

4.0 TAKE UP OF 2-YEAR-OLD OFFER

4.1 Reporting of the 2 year take up for the Spring term informs a dip from 93% to 84%. In the main this is due to a significant increase of eligible children notified to the LA on the

Department for Education (DfE) list, from previous term. Coupled by a % drop off, approx. 50 children, from last term take up, whose parents anecdotally inform their child is not ready for a nursery placement. A review of the current process to engage take up has taken place and further robust analysis of the DfE data list and outreach targeting is underway.

5.0 EARLY YEARS PUPIL PREMIUM (EYPP)

5.1 Previously Revenue and Benefits supplied a list of eligible children for EYPP to the LA's Early Years Business team. The process of take up that followed was by way of "opt out" for parents, which proved very successful and realised an above 90% take up. Subsequently following a compliance review of GDPR this has now had to cease, seeing a reduction in take up. As a result, a new process has been introduced by way of gathering additional eligibility information, through the new sign up to Early Years Funding Entitlement (EYFE) form, to check eligibility instantly via the Early Years headcount portal, to then apply the funding. It is expected to realise an increase across the next term.

6.0 INCLUSIVE PRACTICE (IPF) AND DISABILITY ACCESS FUNDS (DAF)

6.1 Currently there are around 130 children being supported with IPF and 50 supported by DAF. New processes to fully maximise the funds are underway, with an additional process for IPF being accessible for those children taking up 30 hours free entitlement. Applications for this additional fund, above the universal 15 hours, will be approved by the IPF panel when assessing the needs of each individual child. Furthermore, with regards to DAF, a sum of 10k has been secured within the LA's SEND Medical and Physical Needs Support Service for provision of specialist equipment, to aid greater take up of EYFE for SEND children.

7.0 EARLY YEARS FREE ENTITLEMENT – QUALITY SUPPLEMENT

7.1 In order to receive the quality supplement a provider must have an employee with Early years teacher status, early years professional status, newly qualified teacher or teacher. Currently it is not stipulated how much time this qualified staff should be spent teaching children or providing leadership support in a setting. DfE guidance states as below;

- quality (discretionary supplement); to support workforce qualifications, or system leadership (supporting high quality providers leading other providers in the local area)
- Any system leadership supplement should be open and transparent in terms of the process for choosing the 'leaders', the funding arrangements, and the support to be provided

It has been identified there is an element of inconsistency of application of this guidance, such as the qualified staff member could be the owner or one staff across several nurseries. Therefore, spending a disproportionate amount of dedicated direct time with children or mentoring/leading staff. In order to adopt a consistent approach across Wirral's Early Years it has been agreed to consult on a proposed policy and practice procedure with the sector across the autumn 2019 term, for implementation in Spring term 2020.

6.0 RECOMMENDATIONS

6.1 Forum to note the report.

Paul Boyce
Corporate Director for Children's Services

WIRRAL COUNCIL

SCHOOLS FORUM – 15th MAY 2019

REPORT OF THE CORPORATE DIRECTOR FOR CHILDREN'S SERVICES

SCHOOLS BUDGET OUTTURN REPORT 2018/19

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to outline the year end position for the 2018/19 Schools' Budget. At this time accounts are provisional and subject to audit.
- 1.2 Overall the schools budget had an over spend of £141,300. This amount includes a £15,900 over spend against the Council's contribution to the PFI budget, leaving a £125,400 overspend against the School's budget.
- 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	113,075,400	110,264,034	-2,811,366
Schools de-delegated	1,725,200	1,772,121	46,921
Central Schools Services Block	3,244,900	3,311,009	66,109
High Needs Block	32,435,000	34,086,736	1,651,736
Early Years Block	21,123,800	20,387,836	-735,964
DSG	-170,428,000	-168,504,132	1,923,868
LA contribution – SEN restructure	-186,000	-186,000	0
Total	990,300	1,131,604	141,304

2.0 SCHOOLS BLOCK

2.1 Primary Schools - £2.921m reduction / under spend

Adjustments have been made following the conversions to Academy status during the year of Town Lane Infants, St Joseph's Catholic Primary (Birkenhead), Portland Primary, Christ Church CE Primary (Moreton), Woodslee Primary and Church Drive Primary schools.

This reduced spend through the delegated budget is offset by a reduction in the Dedicated Schools Grant (DSG) income. One secondary school (Bebington High School) converted to academy on 1st April 2019, but at the time of writing no further conversions are planned.

2.2 Secondary Schools – £109,800 increase / overspend

An additional £501.3k was allocated to 11 secondary schools in relation to the closure of The Kingsway Academy in August 2018. As previously reported, at the time of setting school budgets for 2018-19 there were 140 pupils at The Kingsway Academy whose successor school was unknown, and on the advice of ESFA a one-off 'growth' fund of £391,544 was set up to redistribute once the successor schools were known.

Funding regulations state that where growth funding is payable to academies, they should be funded for the period from the additional September intake through to the following August (as opposed to March for maintained schools), resulting in an overspend of £110k on the secondary school budget. However, following discussions with the ESFA they have agreed to fund this additional amount via a reduction in DSG recoupment.

2.3 School Specific Contingency - £3,000 over spend

This budget overspent by £3k, and the allocation of how it was spent is as follows:

	Budget £	Outturn £	Variance £
<u>Primary and Secondary Schools</u>			
Business Rates variations		223,200	
Vulnerable Children support		36,500	
Other school support		25,900	
LA temporary contribution to backdated business rates		(186,800)	
<u>Special Schools</u>			
School budget support		12,500	
Other budget support		1,800	
Special School buyback		(143,600)	
Special School balance redistributed		129,300	
Total	95,800	98,800	3,000

As reported to Forum in September, there were charges of £223k relating to Business Rates bills being above those estimated in budget allocations. £187k of this was in relation to backdated charges resulting in an amended rateable value due to new, refurbished, or revalued buildings. These charges can be backdated as far as April 2015.

Following discussions with the Director of Finance and Investment, it has been agreed that the Local Authority will fund these temporarily to support schools and relieve this pressure, with the intention that underspends on the School Specific Contingency budget in future years are used to pay it back.

2.4 Special Staff Costs - £107,800 over spend

There was a £107.8k overspend on Special Staff costs as shown in the table below:

	Budget £	Spend £	Variance £
Maternity, Paternity & Other Staff Costs	558,500	666,300	107,800
TU Facilities	82,300	82,300	0
Insurance & Recharges	6,900	6,900	0
Total	647,700	755,500	107,800

2.5 Behaviour Support - £45,200 under spend

Funding has been carried over from 2017-18 for embedded police invoices that were yet to be received. However, it has since been confirmed that there are no outstanding charges, resulting in an underspend of £45.2k.

2.6 Insurances - £16,500 under spend

This de-delegated budget has underspent by £16.5k due to a reduced number of schools claiming back the premium in recent years.

2.7 Schools Block DSG

As noted above, an additional £109k has been received during the year in relation to pupils transferring from Kingsway Academy to other Academies. 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.

They also adjusted to pay back £173k for the period Kingsway closed from September 2018. This was queried with ESFA, who confirmed it was correct and that no further adjustments were to be made.

3.0 CENTRAL SCHOOLS SERVICES BLOCK

3.1 PFI Affordability Gap - £91,500 overspend

The PFI contract makes provision for costs to increase each year by the December Retail Prices Index (RPI), less 10% of that RPI. The 2018/19 budget was set using the December 2018 RPI rate of 4.1%. However, the actual RPI rate used is a more precise figure, resulting in an overspend of £15,900 against the Council's contribution to the PFI budget.

The closure of Kingsway Academy has resulted in a reduction in the schools contribution to PFI costs from September 2018. However, DfE have agreed to fund 50% of this shortfall for 3 years, frontloaded due to concerns that the earlier years are more difficult for the Council.

However, there were also additional redundancy costs of £75,500 following the closure of Kingsway Academy, which are included in the PFI contract and contribute to the overspend.

3.2 School Admissions – £27,700 under spend

This centrally managed budget has underspent by £28k relating to small uncommitted budgets, part year vacant posts, and reduced costs in relation to examination fees.

3.3 School Closure / Retirement Costs - £12,700 over spend

The enhanced pension costs arising from previous school closures were £72,700.

3.4 Schools Forum – £10,600 under spend

There has been no spending against this budget of £10,600.

3.5 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

4.0 EARLY YEARS BLOCK

- 4.1 The overall position on the Early Years block was an under spend of £781k when comparing actual spend with DSG received, as summarised by the following table:

	2018-19 DSG £	2018-19 Outturn £	2018-19 variance £
2 Year Olds	3,096,654	3,146,292	49,638
3/4 - universal	10,992,501	10,981,819	-10,681
3/4 - extended	5,217,945	4,809,019	-408,926
EYPP	229,104	227,619	-1,485
DAF	99,630	40,135	-59,495
MNS Protection	564,369	523,160	-41,209
Central Costs	518,700	365,577	-153,123
Inclusive Practice Fund	450,000	294,215	-155,785
Total	21,168,903	20,387,836	-781,068

4.2 Inclusive Practice Fund - £155,800 under spend

There was an underspend of £156k relating to the Inclusive Practice Fund. As reported to Forum in January, while IPF referrals are increasing, the new processes introduced in 2018 are still to take hold, and there remains a reluctance from providers in applying due to the funding rate compared with the work involved in applying.

As agreed by Forum in January, the funding rate has been increased to £5.12 from the spring 2019 term, transition funding for the 1st half term of F2 will apply where appropriate, and a dedicated fixed term post will be appointed in order to maximise use of this budget in future years.

4.3 Early Years Central Budget - £153,100 under spend

The £140k permanent increase in this budget, which had previously been increased temporarily, was not agreed until midway through 2018-19, resulting in some slippage in the restructuring of the service and planned projects, including the purchase of IT Software. It is anticipated that these initiatives will be implemented in full in 2019-20.

There has also been some additional grant income received, as well as some additional income from training courses which was not budget for.

4.4 2-Year-old offer - £49,600 increase

Payments to providers during the year for 2-year-old funding was £50k in excess of DSG received. This is caused by the eligible population fluctuating during the year as well as take-up reducing to 84% in spring 2019.

4.5 3 & 4 Year Old Extended Offer - £408,900 reduction

The extended offer for working parents of 3 and 4 year olds saw an under spend of £409k against anticipated DSG funding. Take up of the extended offer has

increased considerably since spring 2018, while autumn 2018 saw a reduction in claims due to children starting school.

4.6 Disability Access Fund – £59,500 reduction

Following its introduction in 2017-18, take up of the Disability Access Fund (DAF) has not increased during 2018-19 with only 65 claims being made, resulting in an underspend of £60k. ESFA have confirmed that final 2018-19 allocations of DAF funding will be based on DLA data rather than Early Years census date, so the 2018-19 DSG allocation will not be adjusted.

ESFA have stated that they expect authorities to spend any additional funding over and above DAF actually paid out in 2018-19 on services in line with the principles and aims of DAF. It is therefore proposed that the £59.5k unspent DAF funding is ring fenced to be spent on further initiatives to support the purpose of DAF, such as training, equipment etc., in addition to the £54,700 underspend from 2017-18.

5.0 HIGH NEEDS BLOCK

5.1 Bases - £16,000 reduction / under spend

This reduction in spend results from Woodslee Primary converting to Academy status on 1st December, with a corresponding reduction in DSG, enabling ESFA to pay the Academy directly from the date of conversion.

5.2 Special Education Needs Statements (excluding Early Years) - £1.127m over spend

As previously reported, there has been a large increase in the cost of statements during 2018-19, resulting in an over spend of £1.127m. Primary schools were budgeted based on 1,573 units in autumn 2017, but in autumn 2018 and spring 2019 around 2,500 units were paid.

Similarly, the budget for secondary statements was based on 1,653 units paid in autumn 2017, while over 1,900 units were paid in autumn 18 and spring 19.

The overall budget of £4.281m for SEN Statements also includes the Inclusive Practice Fund as described above (paragraph 3.2).

5.3 Special Education Needs Top Ups - £1.178m over spend

A budget of £9.6m funds the Pupil Led Top Up funding in Specialist Provision, Resource Bases, FE, Colleges and Alternative Provision.

Cost for special school top-ups include pupils in the additional places in 4 special schools from September 2018 as agreed in July 2018, as well as several schools with pupils exceeding their place numbers, and pupils needs increasing in complexity.

Top-up numbers were slightly lower than budgeted in established bases, while numbers in Emslie Morgan were significantly below place numbers in Autumn and Spring, with this budget also funding the Progress Pathways pilot as reported to September Forum.

Demand for Exceptional Needs has increased resulting in an overspend of £265k, and costs of FE and 6th Form top-ups have increased significantly, with an overspend of £512k reflecting a national increase in demand as well as tribunal

cases placing 2 students in places costing £100k each per term. These cases will be reviewed at the end of the academic year.

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

	Budget	Spend	Variance
	£	£	£
Top Ups for Maintained Special Schools	6,917,000	7,410,200	493,200
Top Ups for Resourced provision	724,400	690,000	(34,400)
Alternative provision	433,300	360,000	(73,300)
FE and 6 TH Form Top Ups	946,000	1,457,900	511,900
Additional Nursing Support	106,600	121,800	15,200
Exceptional Needs	504,100	769,300	265,200
Total	9,631,400	10,809,200	1,177,800

5.4 Home Tuition - £111,100 over spend

The Home Tuition Service over spent by £110k, which again was due to the need to react to demands from schools for pupils to be home-educated, far exceeding original numbers assumed when the budget was increased from April 2018. Consideration will be given as to how the service is operated in 2019-20.

5.5 High Needs Contingency - £358,400 over spend

The High Needs Contingency budget of £279,900 over spent in 2018-19, largely due to the additional places in 4 special schools from September 2018, as well as the increasing number of EHCPs being awarded resulting in the 90% SEN guarantee costing more than previous years. Commitments during the year included:

	£
90% SEN guarantee	259,100
Additional Special School places from September	<u>379,200</u>
	<u>638,300</u>

5.6 Support for SEN - £468,400 under spend

A number of posts have been vacant throughout the year in this area. There has also been a staffing restructure of the SEN service as previously reported to Forum including the formation of a Clinical Psychologists team, with an additional budget of £587k across the whole service. This includes an increase of £186k for the SEN Support Services which, although only confirmed in September/October 2018, has been secured for the full year increasing the overspend. Some overhead budgets within SEN Support have also been uncommitted to contribute to the increased staffing costs.

5.7 Independent Special Schools - £103,700 over spend

The budget in this area has been exceeded by £104k, which reflects an increased demand. At 31st March 2019 there were 94 young people with complex needs in Independent Special Schools. The cost of placements increased during the year, partly due to students moving into 6th Form provision.

5.8 High Needs Review (2018-19 Schools Block 0.5% Top-Slice) - £729,200 under spend

£993,300 was top-sliced from the Schools Block in 2018-19, and was partially committed to fund the places and top-ups following the creation of some pilot bases from September 2018 pending the outcome of the independent SEN review. The cost in 2018-19 was £264.2k, with a further £428.6k committed as part of the 2019-20 budget, leaving approximately £300k from the top-sliced

amount. It is proposed that this is used to support high needs pressures in 2019-20 and beyond.

5.9 High Needs Block DSG

An additional £712k high needs funding was received as part of the additional £250m High Needs block funding over 2 years announced by ESFA on 17th December 2018. The same amount has been included in the 2019-20 budget.

6.0 UPDATE ON SPECIFIC RESERVES

6.1 The DSG reserves carried forward into 2018/19 were £2.3m, and the amounts carried forward into 2018/19 total £2.2m as follows:

- **Job Evaluation and Pay Harmonisation – Balance at 31.03.19 - £0.655m**

- **DSG Reserve – Balance at 31.03.18 – £1.41m**

	£
DSG Carry Forward from 2017/18	1,492,100
Additional DSG relating to 2017/18	48,000
Use of reserve - Schools' budget overspend	(125,400)
	1,414,700

- **Early Years – Balance at 31.03.19 - £0.094m**

This reserve is expected to fund development in the Early Years Portal.

- **City Learning Centres – Balance at 31.03.19 - £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.

7.0 CONCLUSION

7.1 The £15.9k over spend recorded against the PFI Affordability Gap relates to the Council's contribution to the school budget. The remaining services had a cumulative over spend of £125,400, largely related to the High Needs block.

8.0 RECOMMENDATIONS

8.1 That the Forum notes the report and the financial position of the Schools Budget for 2018/19.

8.2 That the £1,414,700 balance in the DSG reserve be ring-fenced as follows:

- £181,500 for use to support the Inclusive Practice Fund as agreed in May 2018;
- £59,500 underspend on the 2018-19 Disability Access Fund is added to the £54,700 underspend from 2017-18 leaving a total of £114,200 to be used for further initiatives to support the purpose of the Disability Access Fund, such as training, equipment etc. in line with ESFA guidelines;
- £1,119,000 to support High Needs pressures and the general schools' budget in 2019-20 and beyond.

Paul Boyce
Corporate Director for Children Services

Appendix 1 – Budget Variations 2018-19	Budget 2018-19	Spend 2018-19	Variation 2018-19
	£	£	£
Individual Schools Budget			
Primary Schools	91,071,100	88,149,969	-2,921,131
Secondary Schools	22,004,300	22,114,065	109,765
Special Schools	8,964,400	8,964,400	0
Wirral Hospitals School	1,354,300	1,354,300	0
Bases	1,012,000	996,000	-16,000
Early Years Funding	20,155,100	19,728,044	-427,056
Individual Schools Budget Total	144,561,200	141,306,779	-3,254,421
Central School Costs			
Early Years	518,700	365,577	-153,123
Admissions	372,200	344,546	-27,654
School Closure / retirement costs	60,000	72,689	12,689
Licences & Subscriptions	233,100	233,139	39
Schools Forum	10,600	0	-10,600
Contributions to Combined Budgets	875,600	875,600	0
PFI Affordability Gap	963,400	1,054,870	91,470
Retained duties (ex-ESG)	730,000	730,000	0
Costs delegated to / de-delegated from schools			
Library Service	180,900	178,684	-2,216
Insurances	27,500	11,039	-16,461
School Specific Contingencies	95,800	98,793	2,993
Special Staff Costs	647,700	755,484	107,784
School Meals	19,300	19,300	0
Behaviour Support	88,600	43,420	-45,180
School Improvement	166,100	166,100	0
General duties (ex-ESG)	499,300	499,300	0
High Needs Pupils			
Statements	4,280,800	5,252,402	971,602
SEN Top Ups	9,631,400	10,809,216	1,177,816
High Needs Contingency	279,900	638,274	358,374
Independent Special Schools	3,700,000	3,803,746	103,746
Home Tuition	400,500	511,614	111,114
Exclusions	60,000	47,007	-12,993
Support For Special Education Needs	2,150,200	1,681,809	-468,391
Special School Transport	58,200	58,200	0
Schools Block 0.5% top-slice	993,300	264,133	-729,167
Non-delegated school costs total	27,043,100	28,514,942	1,471,842
Total School and Central Costs	171,604,300	169,821,721	-1,782,579
Dedicated School Grant	-170,428,000	-168,504,132	1,923,868
LA contribution - SEN restructure	-186,000	-186,000	0
Use of reserves - Schools budget overspend	0	-125,370	-125,370
Grand Total	990,300	1,006,219	15,919

WIRRAL COUNCIL

WIRRAL SCHOOLS FORUM 15th May 2019

REPORT OF THE CORPORATE DIRECTOR FOR CHILDREN'S SERVICES

Delegated School Balances as at 31st March 2019 Indicative Balances for 2019-20 and 2020-21

EXECUTIVE SUMMARY

This report advises the Forum of the level of school balances as at 31st March 2019, together with an indication of balances for the financial years 2019-20 and 2020-21.

1. School Balances

School balances at 31st March 2019 are £8.9m. This is a reduction of just under £1.06m from the previous year after academy conversions during 2018-19 have been excluded from the balances.

	31.3.2018 Balances	31.3.2019 Balances	Difference	Change
Nursery	138,517	188,833	50,316	Increase
Primary	7,668,056	7,004,918	-663,138	Reduction
Secondary	136,460	-15,204	-151,664	Reduction
Special	2,010,264	1,711,265	-298,999	Reduction
Total	£9,953,297	£8,889,812	£-1,063,485	Reduction
Academy Conversions	273,647			
Total	£10,226,944			

The average school balance for a primary is £89,806 compared to £94,544 in 2017-18. The overall secondary school balance has, for the first time, moved into a deficit position with 3 out of 5 in deficit and working through agreed licenced deficits.

There were six primary school academy conversions in 2018-19.

Deficit Budgets

There are 15 schools that have ended the financial year with a deficit balance (compared to 16 in 2017-18). This is made up of 1 nursery, 9 primary schools, 3 secondary schools and 2 special schools. In most cases schools are managing this position in year, however, there are 5 licenced deficits and 3 notices of concern. These may increase as we move towards budget setting.

2. Monitoring School Balances 2019-20 and 2020-21

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 £3.7m and would become an overall deficit of -£7.2m by March 2020.

Balances as at	Period 9	Actual
31/03/2019	£7.2m	£8.9m
31/03/2020	£3.7m	To be confirmed
31/03/2021	(£7.2m)	To be confirmed

The actual position for March 2019 is £1.7m better than anticipated. The position for the next 2 years will be clearer after budget setting in July. However, to date no additional funding has been indicated by the Department for Education so the broad trend is likely to continue.

Period 9 estimates confirm continuing difficulties for schools over the medium term, with 74 schools indicating a deficit position in 2020-21. Whilst balances improve over the year at period 6 and 9 budget monitoring as schools try to reduce costs, this is becoming more difficult with pay awards and the large increase of the Teacher's Pension Grant from 16.48% to 23.68% with no confirmation as yet that this will be covered in the next spending review.

3. Action Taken to Date

- During the spring term letters have been sent to a number of schools with expected deficit budgets in 2019 and 2020 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 3 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.

4. Future Action

- Contact schools with projected deficits in 2019-20 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.
- Consider the effect of the increase in Teachers Employers Pension contributions from September 2019
- Consider the effect of the re-alignment of the lower pay scales for support staff from April 2019 as part of the 2 year pay deal.

RECOMMENDATIONS

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

Paul Boyce
Corporate Director for Children's Services

WIRRAL COUNCIL

SCHOOLS FORUM – 15th MAY 2019

REPORT OF THE CORPORATE DIRECTOR FOR CHILDREN SERVICES

SCHOOLS BUDGET UPDATE 2019-20

1.0 EXECUTIVE SUMMARY

1.1 The purpose of this report is to update the 2019-20 Schools Budget for changes that have been made since it was reported to Schools Forum on 16th January 2019. Overall, the Schools Budget has reduced from £267.7m to £171.8m, 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 £103.5m but is now £85.8m having been reduced by £1.3m due to de-delegation and a further £16.4m for 12 Primary Academies and adjusted for the All-Through Academy.

The Secondary School budget has been reduced by £75.7 for the recoupment of 14 secondary academies, and a proportion of an All-Through Academy. £254k has also been transferred as part of de-delegation.

2.2 Special School Places

The adjustment from £10.7m to £10.3m is made to show the recoupment of grant funding for 6th form places – there continues to be 106 places in total. In previous years, the recoupment has been for the full year and the recouped amount is repaid by ESFA via the 16-19 grant. However, from the 2019-20 academic year it will remain as part of the DSG grant, so 2019-20 recoupment is only for 4 months to August 2019.

2.3 Early Years

Since the budget report was written the Early Years Census for 2019 has been finalised, and as a result the anticipated spend on Early Years has reduced from £21.1m to £20.2m. The numbers of 3 and 4 year olds claiming Universal funding have decreased from 4,879 Part Time Equivalents (PTE) to 4,814, an equivalent of 36.2k hours, mainly due to a slight drop in birth rates. Dedicated Schools Grant (DSG) is paid at £4.31 per hour meaning a reduction of £156,300.

It is assumed at this stage that there will be no further changes to the 2019 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 broadly 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 2,368 PTE pupils compared to 2,204 in the Census. This equates to a reduction in DSG of £402,500, although it is anticipated take up will increase as the year progresses.

The estimated budget for 2-year olds has reduced. Numbers of estimated eligible children from the DfE fluctuated through-out the year, while take-up of the 2-year old offer reduced to 84%, partly due to staff capacity in targeting the vulnerable families. There has also been a drop in birth rates of 3.6%. These factors contribute to the January 2019 census recording 1,033 PTE pupils a reduction of 93 against those estimated in the budget. The subsequent grant reduction of £275,500 is based on the DSG hourly rate of £5.22.

The Early Years Pupil Premium numbers for January 2019 are confirmed as 621 PTE, a decrease of 329 PTE from the budget estimate. This is largely due to GDPR regulations resulting in the cessation of the opt-in process, resulting in a revised estimated allocation of £187,800. A new process is in place for Summer 19 term whereby settings obtain the consent of the parents/carers for EYPP eligibility to be checked at the time of their termly submissions, so it is hoped that take up will increase back to previous levels.

2.4 Central PFI budgets

The central PFI affordability gap budget reported in January was £1.153m, which was increased from the 2018-19 value using the October 2018 RPI of 3.3%. This has now been updated using the December 2018 RPI of 2.7% reducing the budget, and therefore the Council's contribution, by £34.4k.

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 2019-20 financial year:

Wirral High Needs Place Numbers	Pre-16		Post-16		Total	
	2018-19	2019-20	2018-19	2019-20	2018-19	2019-20
Bases	218	228			218	228
Secondary			35	34	35	34
Pilot Bases	0	20			0	20
Alternative Provision	116	96			116	96
Special Schools	903	970	106	106	1009	1076
Further Education			176	190	176	190
Total	1237	1314	317	330	1554	1644

2.6 SEN restructure

During 2018-19, a new staffing structure was proposed for the SEN service at an additional cost of £587k, including the SEND Implementation grant ending. This includes additional costs of £186,000 in the SEND Support Services including the new team of Clinical Psychologists. The LA have agreed to provide the funding for this additional cost.

2.7 Dedicated Schools Grant

At this time the overall estimated DSG for Wirral's Maintained Schools, Early Years and High Needs will reduce from £264.2m to £168.1m. Further changes

may be made during the year to reflect Academy conversions or the Early Years census in January 2020.

3.0 RECOMMENDATION

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

Paul Boyce
Corporate Director for Children Services

Appendix 1 – Schools Budget 2019-20

	Base Estimate 2019-20	Adjusted Estimate 2019- 20
Individual Schools Budget	£	
Primary	103,507,100	85,814,024
Secondary	99,383,400	23,481,640
Special	10,751,700	10,328,600
Wirral Hospital Schools	1,359,100	1,354,300
SEN Bases	1,647,000	1,108,000
Alternative Provision	883,300	0
6th Form / Further Education	1,318,500	0
Early Years	21,137,200	20,203,500
Individual Schools Budget Total	239,987,300	142,290,064
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	246,600	246,600
Schools Forum	10,600	10,600
Contribution to combined budgets	875,600	875,600
PFI Affordability Gap	1,152,700	1,118,400
Retained duties (ex-ESG)	730,000	730,000
Costs delegated to / de-delegated from schools		
Library service	0	170,100
Insurances	0	25,900
School Specific contingencies	0	91,100
Special Staff costs	0	627,600
School meals	0	0
Behaviour Support	0	86,000
School Improvement	0	159,100
General duties (ex-ESG)	0	493,900
High Needs Pupils		
Statements	5,715,100	5,715,100
SEN top-ups	11,552,400	11,492,400
High Needs contingency	310,000	310,000
Independent Special Schools	3,700,000	3,700,000
Home Tuition	400,500	400,500
Exclusions	0	60,000
Support for SEN	1,971,500	2,150,200
Special School Transport	58,200	58,200
Non-delegated school costs total	27,674,100	29,472,200
Total School and Central costs	267,661,400	171,762,264
Dedicated Schools Grant	-264,165,500	-168,114,764
Use of reserves - High Needs deficit	-2,343,200	-2,343,200
LA contribution - SEN restructure	0	-186,000
Grand Total	1,152,700	1,118,300

**WIRRAL SCHOOLS FORUM – 15th May 2019
WORK PLAN**

Meeting Date	26th June 2019	September 2019	November 2019	January 2020	May 2020
		Elect chair & vice chair			
Budget	School Balances and Reserves School Budget Monitoring	Budget monitoring and Final DSG Update on School budgets/balances		Budget Monitoring Schools Budget 2019-20 De-delegation of budgets Update on School budgets/balances	Schools Budget update 2020-21 Schools Budget provisional outturn Update on School budgets/balances
Consultation	2020-21 School Funding Arrangements	2020-21 National Funding Formula for Schools, High Needs and Early Years	Outcome of school funding formula consultation		
DfE Regs & guidelines	Schools Forum Constitution Scheme for Financing Schools – Directed updates School Forum Membership	DfE Operational Guide		School Finance Regulations Schools Forum Structure (identifies voting rights)	
Working Groups	School Formula High Needs (to include places and pilot schemes Early Years	School Formula High Needs Early Years		School Formula High Needs Early Years	School Formula High Needs Early Years
Other	Energy update Wirral Traded Services Update Free School Meals Hospital School Admissions Update Alternative Provision (JL confirmed) School Admissions	Forum Membership (SMA) High needs funding & places De-delegated services <ul style="list-style-type: none"> • Contingency • Special Staff Costs • Library Service • Insurance 		MEAs Update	Early Years Edsential Business Plan High Needs Funding arrangements Home Tuition Update Sensory Support Service Update

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