



## Wirral Schools Forum

<b>Date:</b>	<b>Tuesday, 19 January 2021</b>
<b>Time:</b>	<b>4.00 p.m.</b>
<b>Venue:</b>	<b>Virtual Meeting</b>

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## AGENDA

### 1. PROTOCOL FOR VIRTUAL MEETING

- This is a public meeting
- The meeting is recorded for minute taking purposes only
- Remain on mute unless requested to speak
- Raise 'hand' to ask a question, or ask a question using Chat
- Use Chat to vote as not everyone has the hand symbol.

### 2. MINUTES OF THE MEETING HELD ON 24TH NOVEMBER 2020 (Pages 1 - 6)

### 3. MATTERS ARISING

### 4. ENERGY UPDATE (Pages 7 - 10)

### 5. WIRRAL TRADED SERVICES UPDATE (Pages 11 - 14)

### 6. EARLY YEARS WORKING GROUP (Pages 15 - 18)

### 7. LIBRARY SERVICE UPDATE (Pages 19 - 20)

### 8. CONTINGENCY, SPECIAL STAFF COSTS AN INSURANCE (Pages 21 - 24)

### 9. FALLING ROLLS AND GROWTH FUND (Pages 25 - 28)

10. **2021-22 SCHOOLS BUDGET (Pages 29 - 42)**
11. **DE-DELEGATION OF SERVICES 2021-22 (Pages 43 - 48)**
12. **FUNDING FORMULA 2021-22 UPDATE (Pages 49 - 50)**
13. **SCHOOL BALANCES UPDATE (Pages 51 - 54)**
14. **BUDGET MONITORING 2020-21 (Pages 55 - 62)**
15. **DSG DEFICIT MANAGEMENT PLAN (Pages 63 - 64)**
16. **FORUM MEMBERSHIP (Pages 65 - 68)**
17. **WORKPLAN (Pages 69 - 70)**
18. **ANY OTHER BUSINESS**

## WIRRAL SCHOOLS' FORUM

24<sup>th</sup> November 2020

### MINUTES

**Present:** Adrian Whiteley (Chair)

Schools Group

L Ayling	T Kelly
M Bellamy	R Mahoney
J Bush	M Morris
L Davidson	Cllr Norbury
S Elliot	A Ramsden
G Fraser	D Spencer
S Goodwin	J Weise
H Johnson	

Non-Schools Group

S Bennett	A Ryecroft
S Ralph	

In Attendance:

S Ashley	J Levenson
C Brown	I McGrady
Cllr Clements	S Robinson
K Frost	C Thomson
T Ghosh	

**Apologies:** S Higginson                      E Morris  
C Hughes                                        K Takashima

**1. Protocols of the Virtual meeting**

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**2. Minutes from the Meeting held on 29<sup>th</sup> September 2020**

Item 7 Growth and Falling rolls Fund 2020-21 had an addition after the forum meeting as follows:-

Please Note: since the Forum meeting it has been confirmed that the falling rolls fund is available only for schools judged good or outstanding at their last Ofsted inspection.

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

### **3. Matters Arising**

There were no matters arising.

### **4. Alternative Provision Update**

Jan Levenson briefed Forum on the progress of the alternative provision services since the closure of Emslie Morgan Academy. Key highlights of the report are

- Reduction of exclusions compared to previous 12 months (taking into consideration effects of Covid)
- Expansion of Schools commissioned offer. 3 new services started this year, with another due to start in January.
- Primary provision will increase with a pilot Wrap for yrs 4,5 & 6. Significant success stories reduced no of NEAT will be lower comparisons.
- Re-intergration of KS3 exclusions is 77%

There are a number of success stories from the Progress Schools pilot, reducing the number of NEAT pupils from previous years. Forum members expressed their thanks to Jan Levenson and recognised the success of the pilot.

#### Resolved

Forum noted the report

### **5. Edsential CIC Update**

Ian McGrady briefed the Forum on Edsential's activities during this difficult year. They received £1.8m grant funding from DfE for Pilot for Holiday Activity and Food Programme for Wirral, Cheshire West & Halton, working with 160 community groups to deliver the programme.

During this Covid period Edsential have transitioned & adapted all their services to continue supporting schools, through catering, cleaning, music and online tuition. This included turning a Residential Centre in Cheshire into accommodation for emergency residential care for Wirral vulnerable children. Edsential's Residential centres have been closed since March and are unlikely to re-open until next Easter.

The effect of Covid-19 on Edsential has left them with a loss of £2m over this financial year, but they are confident this can be dealt with over a long period of time without affecting their day to day business.

Ian McGrady thanked all the schools for all their continued support over this difficult time.

Forum expressed its gratitude to Edsential staff for their work and support over this difficult time.

#### Resolved

Forum noted the report.

## **6. Schools Budget Monitoring 2020-21 Update**

Christine Thomson updated Forum on the budget position and the updated variations since the last meeting. A net deficit of £1.4m is forecast due to pressures in the High Needs Budget, this includes the £600k underspend brought forward when the budget was set. The deficit from 2019-20 of £1.3m brings the overall expected DSG deficit £2.7m at the end of 2020-21 financial year. This is a slight improvement of £300k since the September meeting. A DSG Deficit Management Plan is currently being developed.

Budget variations are as follows: -

- Early Year budget is expected to balance, but due to Covid-19 the DfE have adjusted the funding mechanism, to ensure Early Years providers were not disadvantaged. There is no indication at present that the change in the funding mechanism will fully cover this cost.
- There are expected underspends on Early Years central budget, Schools Forum budget and insurances.
- Expected overspend of £1.9m, in the High Needs Budget, with all areas overspending due to high demand, except for Support for Sen due to staff vacancies.

### Resolved

Forum noted the report

## **7. DSG Deficit Management Plan Update**

Christine Thomson highlighted the high needs deficit this year of £1.4m, which if no action is taken will recur in future years. The DfE require LAs to produce a deficit plan within a 3-year period, although they will consider a 5-year plan.

Wirral's preference is to spread savings over the maximum period of 5 years, using the first 3 years to recover the in deficits. The DfE have provided a planning tool for LAs to complete. Once other LAs have completed the tool then benchmarking data will be available to compare with other LAs.

To date there have been a number of meetings with stakeholders to both review and contribute to the development of proposals. The 13 proposals in appendix 1 are to be reviewed, based on financial savings of 3, 5, 10 and 20%.

Appendix 2 shows the actual High Needs spend for the 2019-20 financial year.

Consideration needs to be given to the actions required to achieve these savings and what the impact would be to reduce spend.

Townfield base is currently having difficulties and there are concerns that cuts may cause closure. It was noted that this is a regional provision. Further information is going

Forum members confirmed that primary, secondary and special headteachers will issue statements to the Director for Children, Families & Schools concerning the 13 proposals in appendix 3.

The concerns of the Forum members are

- The proposals are currently financial based with percentage cuts
- Savings should come from the strategy and forward planning rather than financial needs.
- Each proposal needs to be analysed and reviewed based on the impact of funding to children
- Out of Brough spend continues to increase and consideration is required to shape Wirral special schools to meet the needs of those children, so they do not go out of borough.
- review how the central staff could be better used to provide support to schools at a lower cost.

The Premier Advisory Group carried out a review of High Needs Provision in Wirral. The proposals were presented to Council in December 2019. In consultation with elected members the Council made the decision not to take up the recommendations at that time due to insufficient consultation with a number of key stakeholders. Concerning the Kingsway proposal, it was felt that didn't take into account of additional needs of pupils. On the wider subject of high needs places in special and mainstream schools the council is in discussions & does intend to consult. The Leadership do recognise the challenge of high needs places in Wirral and meetings with senior colleagues have been set up to develop plans going forward. There were concerns about the pressing timeline if actions aren't taken up as soon as possible.

Schools Forum members recognised the urgency required to deal with this situation and if plans are delayed, savings in future years will be more hard hitting. It will be difficult to recommend a budget to committee in January while issues around the High Needs deficit remain unresolved.

#### Resolved

Forum noted the report

### **8. Schools Funding Formula Consultation**

Christine Thomson updated Forum on the results of the Schools Funding Formula Consultation. The consultation asked schools to consider the level of Minimum Funding Guarantee (MFG) set at .5%, 1.25% & 2.5% and if any headroom was available what should it be used for.

The results of the consultation (30% response rate) was that 1.25% was most favourable with 53% of responses choosing this option. 55% of responders opted for a growth and/or falling rolls with any excess headroom funding. These recommendations will be considered at the February 2021 meeting of the Policy and Resources committee.

#### Resolved

- Forum noted the report

- Schools Forum agreed favourably with the proposal to include a +1.25% MFG within Wirral's funding formula for 2021-22 based on consultation feedback.
- Schools Forum agreed favourably to the proposal to allocate any spare capacity within the 2021-22 funding to a falling roll and/or a growth fund based on consultation feedback.

## **9. Growth and Falling Rolls Fund 2020-21**

Christine Thomson provided Forum with an updated proposal of the growth and Falling Rolls Fund, which was put forward by Secondary Headteachers as follows:-

- The fund does not need to be separated into growth and falling roll, simply address issues around change in pupil population
- Allocations should be based on the past 3-year pupil number data and figures should be pupil numbers not percentages.
- Rationale should be based on helping schools in difficulty because of pupil number change, not other factors
- The Schools Forum should see the detail and the proposed allocation before agreeing spend and all spend should be allocated within the year if possible.

Based on information already provided 33 schools could benefit from the fund. The process put forward required schools to apply for the fund and to justify why they met the criteria, with LA officers reviewing the forms. After some discussion Forum Members agreed that the process should not be based on subjectivity, but if schools met the criteria funding would be allocated based on a purely mathematical basis.

### Resolved

- Forum noted the report
- Forum agreed that the growth and falling rolls fund would be one fund, based on 3-year pupil number changes (not percentage growth or fall), with allocations being reported back to the January meeting before it is transferred to the benefitting schools.

## **10. Schools Cost of Covid**

Sue Ashley updated Forum of the outcome of the survey of actual cost of Covid that Forum members requested. The survey that was sent to all Wirral schools including Academies is detailed in appendix 1.

There were 64 responses and the table 1 shows the split between school phases. Table 2 shows the total cost of £2.5m split into a variety of headings. The biggest cost to schools has been the loss of income, for such things as before /after school clubs & rental of sports fields etc. Table 3 identifies the income received so far for exceptional needs and furlough of staff. This is 14% of the overall expenditure.

Forum members requested that this information be shared with senior management of the Council and to be used to inform the DfE of the actual cost of Covid to schools.

resolved

Forum noted the report

### **11. Financial Transparency changes April 2020 -21**

Sue Ashley informed Forum members of some changes going forward to strengthen the transparency of financial arrangements in maintained schools in line with academies.

Some of the recommendations are already completed by Wirral schools, including providing 3 year projections.

New actions for schools are:-

- From 1st Jan 2021 schools must publish salaries over £100k on schools website
- Schools are to provide a link to the DfEs benchmarking website for schools instead of schools publishing their CFR data.
- By 31<sup>st</sup> March 2022 schools will be required append Related Party Transactions to the SFVS returns

Resolved

Forum noted the report

### **12. Scheme for financing Schools Update**

Sue Ashley informed Schools Forum of the directed changes to the Scheme for Financing Schools, with amendments to section 2.3.4 - 3-year budget forecasts and 4.5.1 - Planning for deficit budgets. There was also an additional section 4.17 Fraud to be added to the scheme.

Resolved

Forum noted the report

**Please note: it was identified after the meeting that the Fraud section was already incorporated into the Scheme in section 2.6.4 Financial Irregularities and Fraud, so did not need to be added as a new section.**

### **13. Workplan**

The workplan was provided for information.

Tuesday 19<sup>th</sup> January 2021 (dependent on APT return)

Tuesday 11<sup>th</sup> May 2021

Tuesday 29<sup>th</sup> June 2021

### **14. Any Other Business**

There was no other business.

## WIRRAL COUNCIL

### WIRRAL SCHOOLS FORUM – 19 JANUARY 2021

### ENERGY PURCHASING FOR SCHOOLS UPDATE

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#### 1. EXECUTIVE SUMMARY

This paper provides a brief update on the procurement of electricity and natural gas on behalf of Schools and suggests budget changes for the 2020/21 financial year.

#### 2. PURPOSE OF THIS UPDATE

The purpose of this report is to provide schools with information on:

- Increases in natural gas and electricity prices that were anticipated for the 2020/21 financial year in January 2020.
- Unit prices achieved by the Crown Commercial Service (CCS) framework.
- Uncertainties due to the pandemic and the switch to new suppliers.
- Budget change suggestions to ensure provision for purchase of electricity and natural gas over the 2020/21 Financial Year.
- Environmental and Climate Emergency

The report content is only applicable to accounts that are part of the CCS framework agreement. The Council holds no information for schools that make their own energy supply arrangements and cannot make any meaningful comment on these accounts.

#### 3. ANTICIPATED 2020/21 PRICE CHANGES FROM DECEMBER 2019

Under the framework arrangement, natural gas and electricity is purchased on our behalf by CCS over a six-month window that ran from 1 September 2019 to 31 March 2020. In January 2020, a CCS budget forecast suggested the following increases could be expected if conditions did not change.

Energy type	Final delivered cost reduction: % annual change 2020 vs 2019
Gas (Supplied by Total)	33.21 %
HH (Supplied by EdF)	8.00 %
NHH (Supplied by British Gas)	16.39 %

#### 4. AVERAGE UNIT PRICES ACHIEVED BY CCS

The CCS risk managed approach has reduced average unit costs. The final average unit prices achieved for 2020/21 are shown below together with previous years for reference and context.

	2017/18 (p/kWh)	2018/19 (p/kWh)	2019/20 (p/kWh)	2020/21 (p/kWh)
HH Elec. Day (07:00 to 24:00)	11.8287	8.7081	10.7460	9.96
HH Elec. Night (00:00 to 07:00)	7.6427	7.7204	9.6490	8.66
NHH Electricity	12.642	13.509	15.598	15.32
Natural Gas	1.926	2.096	2.437	1.67

Please note that these unit prices are indicative as each supply point is individually priced. Unit prices do not include standing charges or Climate Change Levy.

The HH electricity p/kWh day unit rate remains significantly below the non-half hourly unit rate. This is because all our HH supplies are priced on a Grid Supply Point (GSP) basis and means that non-energy costs such as transmission and distribution system charges (TNUoS and DUoS) are included as 'pass-through' costs. This eliminates the need for the supplier to estimate these charges and to include any contingency for major fluctuations. This ensures maximum billing transparency and reduces the risk of excess charges being levied.

## **5. UNCERTAINTIES IN PROJECTING COSTS FOR 2020/21**

There are two issues that make cost projections for 2020/21 uncertain: the impacts of the pandemic and the changes to our supplier of natural gas.

We cannot be certain how the pandemic will affect annual energy consumption. Some schools may see a reduction in energy use that will reduce costs. However, we cannot be certain of how increased ventilation rates required to prevent the spread of the virus will affect energy for heating. The information we have available is insufficient to estimate consumption and cost over the winter heating period. In normal circumstances we would expect approximately 78% between September and March but we have no precedent to confirm or deny this will be the case for this year.

The second uncertainty is related to the change in the framework supplier of Natural Gas. This is due to a competitive tendering process that was undertaken by Crown Commercial Service. The Council is not involved in this process and had no influence over the final award. The transfer of accounts from Corona to Total Gas & Power was due to take place from 1 April 2020. Some accounts transferred as planned but many were unable to switch because of historical debt issues. Historical debt is a legitimate reason for the outgoing supplier to object to a transfer. Most accounts have now transferred to TGP and will benefit from the reduced costs for the remainder of the year.

From 1 April 2021, all British Gas Business accounts will be transferring to EdF under the CCS Framework RM3066. The Energy Team has been working closely with BGB since the summer of 2020 to ensure a smoother transfer. The more realistic timescale is proving beneficial but we respectfully request that budget holders approve invoices promptly and help us to resolve any apparent debt issues.

## **5. CHANGES IN PROVISION FOR GAS & ELECTRICITY EXPENDITURE**

The following changes to 2019/20 expenditure are suggested as precautionary provisions to take account of the reduced prices, reflect the late transfer of gas accounts and to cover the uncertainties previously mentioned.

- Maintain provision for **natural gas** supplied by Corona
- Reduce provision for **natural gas** supplied by TGP by 15%
- Reduce provision for **electricity** supplied by British Gas Business by 15%
- Reduce provision for **electricity** supplied by EdF by 6%

## **6. ENVIRONMENT AND CLIMATE EMERGENCY**

In July 2019 Wirral Council declared an Environment and Climate Emergency. Following the declaration, the Council is seeking to reach net zero carbon emissions by 2030. We will be purchasing electricity from renewable sources for the 2021/22 financial year under the framework agreement to 'decarbonise' our electricity use. The 'green' electricity is backed by REGO (Renewable Energy Guarantees of Origin)

scheme. The additional cost will be funded from the Council's Climate Emergency budget.

## **6. RECOMMENDATIONS**

It is recommended that the forum notes the content of this report.

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## WIRRAL COUNCIL

WIRRAL SCHOOLS FORUM Tuesday 19<sup>th</sup> January 2021

## REPORT OF THE DIRECTOR OF CHILDREN, FAMILIES AND EDUCATION

## WIRRAL TRADED SERVICES FOR SCHOOLS

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### 1. EXECUTIVE SUMMARY

This report provides a brief update on Wirral Traded Services for schools.



### 2. BACKGROUND

Wirral Council operates a range of traded services to its schools and beyond. The current range of 25 Wirral Traded Services for 2020/21 includes:

- Construction and Facilities Management\*
- Corporate Procurement
- Data Protection Officer\*
- Data Service for Schools (Data Reports)\*
- Distribution Services\*
- FFT for secondary schools\*
- Financial Support for Schools\*
- Health & Safety\*
- HR Consultancy Services\*
- ICT Schools' Telecoms
- Internal Audit
- IT Services for Schools\*
- IT WAN\*
- Legal Services\*
- Marketing Services
- Minority Ethnic Achievement Service (MEAS)\*
- Occupational Health\*
- Payroll & Human Resources Administration\*
- Risk and Insurance\*
- Safeguarding Training and Support Service for Schools and Educational Settings\*
- Software Support\*
- Schools' Library Service\*
- The RADY project\*
- Wirral Community Patrol\*
- Wirral Printing Services

Those services with a \* next to them are the services that offer annual SLAs to schools and for the majority of those services, the schools are the main customer of that service.

Most of these services, such as Software Support and the Minority Ethnic Achievement Service provide their service almost exclusively for schools. Some, such as Payroll & Human Resources Administration and Health & Safety are integrated into providing their services for other customers such as the Council.

Wirral Traded Services is coordinated by a Senior Manager with 1 day a week support from a Consultant Headteacher (School Traded Services). Collectively they employ nearly 150 Wirral Council staff (around 120 FTE).

For 2020/21, a new Wirral Traded Services brochure was produced along with a separate pricing schedule. There was a successful launch event attended by over 60 school colleagues in January 2020 at the Floral Pavilion. Schools were invited to sign up for the annual SLAs and express interest in the PAYG services by February 2020. The schools have received confirmation letters of all the annual SLAs they are purchasing along with the amounts.

The services have been collecting the income in via journal for maintained schools and will be issuing invoices for academy and independent schools. Every maintained and academy school across Wirral buys at least one of the annual SLAs on offer. There are over 1000 individual SLA agreements from Wirral Traded Services across Wirral Schools.

These new additional service offers from Wirral Traded Services for 2020/21 included:

- Data Service for Schools (Data Reports)
- The RADY project
- FFT for secondary schools
- IT WAN

WESCOM, the Council school's online portal, contains the full SLAs for each of the services. A new website has gone live and phase 2 is under development.

Overall Wirral Traded Services generated income in 20/21 of just under £4 million and the level of annual buyback for schools has held up across most of the traded services with some services winning back school customers. This is partly down to increasing the range of products with new services for schools. This retention of income has been achieved despite increased competition and also greater financial challenges for schools with their budgets. Three services were down significantly on their income for 2020/21 compared to 2019/20:

- Distribution services – this is mainly due to schools moving away from cash collection
- IT Services – principally due to the loss of three schools including one large secondary which became part of a Multi Academy Trust
- Health & Safety – primarily due to a new local competitor setting up and taking business.

A financial analysis of the services that rely mainly on annual SLAs from schools for their income has indicated that most of these break even comparing income versus expenditure. Only one of the services needed a significant subsidy from the Council for it to continue trading for 2020/21.

Because the buyback was finalised in Feb 2020, pre-Covid, the buyback rates were not affected by Covid. There have also been very few occasions since lockdown of schools

wishing to come out of services. In fact many have commented favourably on many of the adapted services they have received during challenging times:

- *“A big thanks to MEAS for their continuous support during these difficult times.”*
- *“Please thank Graeme and Sharna from ICT and Software Support - both have made me feel very welcome and have helped a lot. I have a school Gmail and Office 365 account now.”*
- *“The Payroll service you are all providing is great - much appreciated and take care.”*
- *“Thank you for the Wirral Safeguarding Partnership Newsletter. I found it very useful and reassuring as a checklist of our current necessary actions.”*

The new offer for 2021/22 has gone out to schools in December which included three new services in the brochure and pricing schedule. A virtual launch event has been rearranged for January 22<sup>nd</sup> 2021.

One of the Council budget proposals for 2021/22, that are currently out for consultation, included a review of school traded services:

*A review is currently being undertaken to assess the effectiveness of Council delivered traded services to ensure they provide value for money. This option represents a target to deliver improved commercial activity, which could be realised through a variety of different approaches including cost efficiencies, modifying or ceasing services or marketing services in a revised manner, for example with package deals to improve take-up rates. This could result in a **saving of £270,000.***

The Council will work and consult with schools as part of the review.

## **RECOMMENDATIONS**

1. That the Forum notes the report.

**Paul Boyce**  
**Director of Children, Families and Education**

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**WIRRAL COUNCIL  
SCHOOLS FORUM 19<sup>th</sup> January 2021**

**REPORT OF THE DIRECTOR OF CHILDREN, FAMILIES AND EDUCATION  
EARLY YEARS WORKING GROUP UPDATE**

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## **1.0 EXECUTIVE SUMMARY**

The purpose of this report is to update Wirral's School Forum of discussions at the recent subgroup, Early Years working group, dated 8<sup>th</sup> January 2021, inclusive of service updates.

## **2.0 Central Staffing updates.**

**2.1** All vacant Early Years core staffing posts in the central staffing costs have now been filled during the autumn term, which brings both the functionalities of the business team and SEND officers to full capacity, which is welcomed during such pressured times of additional operations due to COVID19.

## **3.0. Universal 2, 3 + 4 early years free entitlements & 30 hours extended (EYFE).**

**3.1** The disruption to early educational entitlements during the Summer term 2020, due to Covid19 issues, resulted in fluctuations of take up. However, since the commencement of the autumn term there have been positive signs of recovery across the 2, 3+4-year-old offer. Although, the recovery of the take up of extended offer has struggled as parents either continued to work from home and are not taking additional childcare hours or remain on a "furloughed" arrangement.

- **2-year-old take-up - Wirral actual 73.40% - National 69%**  
Increase of 4.40% (69%) from Autumn Term 2020
  
- **3/4-year-old Universal take-up – Wirral actual 89.20% - National 91%**  
Increase of 5.2% (84%) from Autumn Term 2020
  
- **3/4-year-old Extended take-up (30 hour funding) – actual 70% - National 90 % (Summer 19)**  
Reduction of 25.46% (95.46%) from Autumn Term 2020

**3.2 30-hour funding** – discretionary funding was applied to families who had missed the 31<sup>st</sup> August deadline date to renew their 30-hour funding code.

25 discretionary starts were authorised, these children were added to providers headcount submission so many were covered by the providers being paid on Autumn 19 headcount to sustain take up.

**3.3** Continued methods of engagement and improved take up with parents, supported with Public Health messaging of safe practice and environments are communicated with providers through cluster meetings, attended by Public Health.

#### **4.0 EYFE Funding Allocation Arrangements.**

**4.1** During the Autumn term the Department for Education (DfE) informed Local Authorities (LA's) that Early Years Providers and Schools would be paid as if COVID-19 had not happened and the autumn 20 headcount was compared to autumn 19 headcount for each provider. Early Years Providers and schools were then paid on whichever funding amount was higher. This saw several providers and schools paid on Autumn 19, detail below.

Paid on Autumn 19 - 109

Paid on Autumn 20 - 103

When asked providers with lower numbers for Autumn 20 cited parents on furlough or made redundant or working from home and felt able to manage childcare to explain the dip in numbers. To increase numbers providers had completed virtual tours, Facebook marketing, requested online reviews from current parents etc.

When asked providers with higher numbers for Autumn 20 stated they had not done anything differently, a couple of providers had increased their marketing, 1 had a nearby setting close and some felt word of mouth by parents were the reason.

**4.2.** For the Spring Term, at this point in time, guidance still states that funding will be based on children attending a setting on headcount day as below;

- Children who are advised to shield during this lockdown can still be claimed for on headcount as long as the child / family are supported with educational activities- this could be weekly conversations on what activities parents could complete with their child.
- Parents who decide to keep their children at home during the lockdown should not be claimed for on headcount. Procedures following the lockdown are being devised for children who did not attend during lockdown.
- Please be aware that early years providers other than schools that close or reduce attendance may receive less funding as spring term payments at present will be based on actual headcount submission.
- Children in receipt of inclusive practice funding will only receive funding if they are attending early years providers or schools.

**4.3.** Following the announcements by Central Government on 4<sup>th</sup> January 2021, with regarding a new national lockdown and despite early years settings being open for all children, the return to "normal" processes of applying the Spring term funding has raised further sustainability concerns by the sector. Presently the DfE have consulted with several LA's and are considering the feedback, with an expectation of further guidance on this situation to come through imminently.

## **5.0. Early Years SEND Updates**

The Early Years SEND Team now has 3.7 Portage Workers who continue to support families by phone, Teams, or home visits where necessary following review of Risk Assessments (January 21). They continue to support emotional and mental health of the parents (very large part due to COVID) as well as helping the parents to break down activities into small achievable steps. They respond to parents request for next steps ideas and they send out electronically or by doorstep drops new activities. They continue with the Sensory time virtually with the Children Centres and they support the Rainbows groups. They liaise with parents, SEND Officers and settings/schools when children transition into a placement. The numbers of requests for involvement are increasing.

The Early Years SEND Officers are now up to 3.5 Officers with 2 new officers starting in November 2020 and January 2021. They are currently holding planning meetings with every setting virtually to gain an insight to each child referred the team; supporting assessments of emerging need, identifying strategies to enhance learning and development and consolidate information where a EHCP maybe required.

Since the start of Autumn term and with the return of larger groups of children settings inform, since the first lockdown in March, more children have returned/started needing additional time to identify who may/may not have SEND needs – at this point it is still unclear if it is going to be short or long term yet.

Subsequently there have been 3 Inclusive Practice Funding panels since September intake, with 93 children being supported to access their early years education entitlements.

Furthermore, given the demand in this area the SEND team are providing a robust professional development training programme to upskill and enable practitioners to deliver an effective graduated response to need;

### **Training and support being offered -**

- New to the role of SENCo
- How to apply for an EHCP
- ICAN due by end of March
- Autism Education Trust – Making Sense of Autism and Good Autism Practice this term.
- EY SEND cluster meetings.
- EY Accredited SENCo Award on hold until September
- EY SEND Review has started but will be better/easier when lockdown is over.

Feedback from settings is their needing a greater understanding of practical ideas for language development in the settings (not just doing a WELLCOMM screening).

The aim is to work closer with the 0-19 Speech therapy service.

## **6.0. Workforce Development – Wirral’s Training Platform.**

The LA’s Early Years training programme has continued this year, with delivering online since March. Engagement has been sporadic, and we have responded to the sector by reducing costs and delivering at a variety of times (including evening) to ensure accessibility for all. Currently the Quality Improvement & Training team are in the final stages of building a webpage ‘**Wirral EY Quality**’ which will provide a single point of reference for all things Early Years. The hope is that providers will use this to access daily updates (both local and national), resources and management materials, e-learning modules, SEND information etc. This will also provide a training platform for providers and a payment portal.

## **7.0 RECOMMENDATIONS**

### **7.1 Forum to note the report.**

**Paul Boyce**  
**Director of Children, Families and Education**

Wirral Schools Forum  
Schools' Library Service Update  
January 2021

## **EXECUTIVE SUMMARY**

This report updates the Forum on the recent changes to the Schools' Library Service and the service plans for the future.

## **BUDGET**

The Schools Library Service is a de-delegated service, mainly for Primary Schools, although other schools can access services on request. Funding from the Schools' Forum provides £189,900, the equivalent of £8.78 per primary school pupil which is from maintained schools. Academies have the opportunity to buy back into the service. The make-up of the complete budget is shown below.

<b>Income</b>	<b>£</b>
De-delegated Funds - Primary	-189,900
Secondary Schools	-1,000
Academies	-4,839
Premium Service	-3,500
<b>Total Income</b>	<b>-199,239</b>
<b>Expenditure</b>	
Staffing	96,300
Other costs including book fund	72,964
Support Service Charges	29,975
<b>Total Expenditure</b>	<b>199,239</b>

## **2020-21 PRIORITIES**

- Like all services, covid-19 and the subsequent lockdowns have meant a change to the way we run our service. We have stayed open throughout the pandemic as a support for teachers and vulnerable children.
- Our offer changed to include a click and collect service and this will continue for as long as it is needed.
- During the summer, when public libraries were closed, SLS loaned almost 4,000 books to vulnerable families via a book bag scheme offered to schools. It must be acknowledged that our budget increase from the Schools Forum last year facilitated this. SLS will continue to provide as much support to schools as possible to enable children to have access to books at home where needed throughout the covid emergency and any subsequent lockdowns.
- To maintain current level of book, artefact loans and audio visual resource provision for schools as a standard service.
- To continue to promote our premium service with local schools. This is being well used by both maintained and academy schools.
- Our transition scheme continues at Ridgeway and St Johns Plessington and we hope to encourage other secondary schools to buy in. We have had a lot of interest.

- We are piloting another year 7 transition offer at St Johns Plessington. This enables secondary schools to borrow class sets of single titles. If successful we are hopeful other secondary schools will buy into this offer.
- To increase our academy uptake. Liverpool schools don't have access to a school library service so there is real potential for service growth as well as encouraging more Wirral academies to buy into the service.
- We are hoping to contact Governors of all schools to promote the service once the Pandemic is over.
- We would like to extend an invitation to all Councillors and interested Council Officers to visit SLS (when it is safe to do so) to see how much the service has to offer.
- We have moved within the Council structure to Traded Services and we would like to thank Stuart Bellerby for his continued support.

### STAFFING

There are currently 2  $\frac{3}{4}$  FTE members of staff:

- 2 \* 0.5 Schools' Librarian - job share
- 1 \* 0.75 Assistant Schools' Librarian -  $\frac{3}{4}$  post
- 1 \* Library Manager- ft post

Additional temporary staff members are employed three times a year to help facilitate the collection and delivery of resources to and from schools at the beginning and end of each term.

The service is based at:  
 Joseph Paxton Campus  
 157 Park Rd North,  
 Claughton  
 CH41 0DD  
 0151 666 3200

Please see our entry in the Wirral Traded Services Brochure for more information on the service we offer.

Louise Rice and Catherine McNally  
 Wirral Schools' Library Service

Jan 2021

## WIRRAL COUNCIL

SCHOOLS FORUM 19<sup>th</sup> JANUARY 2021

### REPORT OF THE DIRECTOR FOR CHILDREN, FAMILIES AND EDUCATION

#### CONTINGENCY, SPECIAL STAFF, AND INSURANCE COSTS

---

#### 1.0 EXECUTIVE SUMMARY

1.1 The purpose of this report is to summarise the current provision for contingency, special staff, and insurance costs for Wirral's maintained nursery, primary, secondary, and special schools in accordance with Schools Forum Good Practice Guidance.

#### 2.0 SCHOOL SPECIFIC CONTINGENCIES

2.1 This is a de-delegated budget, and is used for exceptional and unforeseen costs, which would be unreasonable to expect the schools and governing bodies to bear.

2.2 Costs met from the contingency budget vary each year, but in the past have included:

- Adjustments for Business Rates, where actual charges are greater than those estimated when setting the budget;
- Support for schools in Key Stage 1 where a larger than usual reception class (above the published admission numbers) requires additional staff;
- In exceptional cases deficits arising from closing schools;
- Support for unfunded additional places required in Special Schools.

2.3 At January 2020 Schools Forum it was agreed to de-delegate this budget for primary and secondary maintained schools at £2.76 and £2.15 per pupil, respectively. All special schools agreed to buy back this service for 2020-21.

2.4 The contingency budget for 2020-21 is as follows:

	<b>Budget</b>
	<b>£</b>
Primary Schools	59,100
Secondary Schools	7,000
Specials Schools	<u>155,000</u>
<b>Gross budget</b>	<b><u>221,100</u></b>

#### 3.0 SPECIAL STAFF COSTS

3.1 This is another de-delegated budget that makes provision for staff maternity, paternity and trade union facility time for both teaching and non-teaching staff. It may also in certain circumstances meet additional costs arising from staff suspensions.

- 3.2 Maternity costs make up approximately 90% of the overall spend. While a member of staff is on maternity their costs are held centrally, while the school meets the cost of any required supply cover. Costs can vary greatly from year to year depending on the number of maternity cases, and the salary costs of those staff.
- 3.3 This budget also meets paternity costs, by reimbursing the cost of supply cover for the statutory paternity leave.
- 3.4 The Trade Union Facilities time budget has regard to guidance which confirms that representatives are entitled to reasonable paid time off during working hours to undertake Trade Union duties and relevant training. Wirral like many LA's has a local facility agreement in place. The budget for facility time also includes non-teacher representation. Primary and Secondary schools de-delegated this budget for 2020-21, Special Schools Buyback and there is a separate SLA for Academy schools.
- 3.5 Spend in 2019-20 was as follows:

	<b>Cost</b>
	<b>£</b>
Maternity/Paternity	757,577
Trade Union Facilities	89,433
Insurance & Recharges	<u>6,900</u>
<b>Total spend net of Special School buy back</b>	<b><u>853,910</u></b>

- 3.6 The budget for special staff costs in 2020-21 is as follows:

	<b>Budget</b>
	<b>£</b>
Maternity, Paternity & Other Staff Costs	607,400
Trade Union Facilities	87,100
Insurance & Recharges	<u>6,900</u>
<b>Total budget</b>	<b><u>701,400</u></b>

#### **4.0 INSURANCE**

- 4.1 This budget is to cover the cost of governors' liability insurance for Voluntary Aided schools. A VA school's governing body should insure 10% of the replacement cost of the whole of the school premises. Where a VA school makes a claim under the policy, the Department for Education has the power (but not an obligation) to pay capital grant, usually at 90% of relevant expenditure, with governing bodies being responsible for the other 10%.
- 4.2 For several years Wirral schools have de-delegated budget to meet the cost of this insurance. Since 2017-18 only Primary schools have de-delegated, all secondary VA schools now having converted to Academy status.
- 4.3 VA schools purchase the insurance and can then claim the cost back from the Authority. Spend in recent years from this budget is as follows:

	<b>Spend</b>
	<b>£</b>
2014-15	29,900
2015-16	28,700
2016-17	16,000
2017-18	15,500
2018-19	11,000
2019-20	17,286

- 4.4 It should be noted that even though the governing body need only insure 10% of its premises liabilities, it is essential that proper security measures are taken to protect the premises and appropriate risk management advice to minimise losses is accessed.

## **5.0 RECOMMENDATIONS**

- 5.1 That the Forum notes the report.

**Paul Boyce**  
**Director for Children, Families and Education**

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## WIRRAL COUNCIL

### SCHOOLS FORUM – 19<sup>th</sup> JANUARY 2021

#### REPORT OF THE DIRECTOR OF CHILDREN, FAMILIES AND EDUCATION

#### 2020-21 FALLING ROLLS AND GROWTH FUND

---

### 1.0 EXECUTIVE SUMMARY

1.1 The purpose of this report is to propose the allocation of the Falling Rolls and Growth Fund of £466,000 that was created as part of the 2020-21 DSG budget setting process.

### 2.0 BACKGROUND

2.1 At the June, September and November 2020 meetings, Schools Forum considered various criteria on which to base the allocation of the Falling Rolls and Growth Fund.

2.2 At the November 2020 meeting it was agreed that...

- the growth and falling rolls fund would be one fund,
- allocation of the fund will be based on 3-year pupil number changes (not percentage growth or fall),
- proposed allocations to be reported back to the January meeting before it is transferred to the benefitting schools.

### 3.0 ALLOCATION OF THE FUND

3.1 Based on the agreed criteria set out in 2.2 above, the proposed distribution has been calculated and this has identified that 23 schools will benefit. The list of individual allocations is attached in Appendix 1.

3.2 In identifying the pupil numbers on which to base the calculation for distribution of the fund, the following rationale was adopted:

- Pupil numbers are based on the number on roll (NOR) as per the authority pro-forma tool (APT) that is issued by ESFA for the purposes of calculating schools budget shares. The APT is prepared on a financial year basis and the NOR is based on the October census that precedes each financial year
- The 3-year period on which the pupil number changes are based is the October census for 2016 to 2017, 2017 to 2018 and 2018 to 2019
- Known changes to pupil numbers that could distort the real year-on-year unfunded changes have been adjusted in the data extracted from the APT. The changes made are as follows:

- Pupils that transferred from Kingsway to other schools have been removed from the NOR for 2019-20 for the receiving school as funding adjustments were made for the relevant schools following the closure of Kingsway
- High Needs places at mainstream schools have been added into the NOR for 2017-18 as these were excluded from the NOR recorded in the APT prior to 2018-19
- As per ESFA requirements, schools with falling rolls can only benefit from the distribution of funds where their current OFSTED rating is Good or Outstanding. On that basis schools with OFSTED ratings of 'Requires Improvement' have been excluded from the distribution even though they meet the criteria set out in paragraph 2.2
- The distribution value per pupil of £289.98 has been determined by dividing the total number of pupils identified in the year-on-year comparison (1,607) into the total value of the fund. On that basis this proposed distribution will fully utilise the fund

#### **4.0 RECOMMENDATIONS**

4.1 Schools Forum are asked to note the report.

4.2 Schools Forum views are sought on the proposed allocation of the falling rolls and growth fund.

**Paul Boyce**  
**Director of Children, Families and Education**

## Appendix 1

### Proposed distribution of 2020-21 Falling Rolls/Growth Fund

Identifier	October census changes			Indicator	OFSTED Rating for Falling Rolls	3 Yr Total Change	
	2016 to 2017	2017 to 2018	2018 to 2019			Qty	£
A001	11	9	3	Growth		23	6,670
A004	29	11	39	Growth		79	22,909
A005	-26	-7	-24	Falling rolls	Good	57	16,529
A006	35	31	23	Growth		89	25,808
A007	21	48	62	Growth		131	37,988
A014	23	78	43	Growth		144	41,757
A015	-6	-22	-4	Falling rolls	Good	32	9,279
A017	-5	-5	-14	Falling rolls	Good	24	6,960
A019	13	25	29	Growth		67	19,429
A029	4	3	2	Growth		9	2,610
A036	52	18	3	Growth		73	21,169
A043	-10	-1	-6	Falling rolls	Good	17	4,930
A044	4	44	26	Growth		74	21,459
A050	-2	-10	-11	Falling rolls	Good	23	6,670
A053	11	8	9	Growth		28	8,119
A062	10	3	5	Growth		18	5,220
A066	51	39	30	Growth		120	34,798
A084	-7	-4	-23	Falling rolls	Good	34	9,859
A088	-12	-1	-10	Falling rolls	Good	23	6,670
A092	94	98	28	Growth		220	63,796
A093	122	76	64	Growth		262	75,975
A097	-6	-3	-2	Falling rolls	Outstanding	11	3,190
A100	17	23	9	Growth		49	14,209
<b>23</b>						<b>1,607</b>	<b>466,000</b>

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## WIRRAL COUNCIL

### SCHOOLS FORUM – 19<sup>th</sup> JANUARY 2021

#### REPORT OF THE DIRECTOR FOR CHILDREN, FAMILIES AND EDUCATION

#### SCHOOLS BUDGET 2021-22

---

### 1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to outline the Schools Budget for 2021-22 so that Forum can indicate their views on the proposals outlined. The report describes the financial changes to be considered by Schools Forum and Policy and Resources Committee. The proposed budget totals £300,710,669 for Early Years, Maintained Schools, Academies, colleges, and providers for the financial year 2021-22.

### 2.0 BACKGROUND AND KEY ISSUES

- 2.1 The Schools Funding Allocations were issued by the Department for Education on 17th December 2020. The format of the Dedicated Schools Grant (DSG) is unchanged with Local Authority allocations determined by the National Funding Formula (NFF) for Schools, High Needs and Early Years.

In summary, the main factors driving DSG in 2021-22 are as follows:

- school funding increased by 4% overall with every secondary school allocated at least £5,415 per pupil and every primary school allocated at least £4,180 per pupil
- funding from the teachers' pay grant and the teachers' pension employer contribution grant (TPG/TPECG) has been added to the formulae from 2021-22 and equates to £180 per pupil for primary schools and £265 per pupil for secondary schools
- local authorities will continue to set a Minimum Funding Guarantee in their local formulae, which for 2021-22 is between +0.5% and +2.00% (previously +0.50% to +1.84%)
- the incorporation of the 2019 update to the Income Deprivation Affecting Children Index (IDACI), ensuring that the deprivation funding through the NFF continues to target schools most likely to need additional funding
- the Schools Block continues to be ring-fenced with limited flexibility to transfer up to 0.5% of the schools' block to High Needs with Schools Forum approval
- Early Years hourly rates paid to local authorities will increase by £0.08 for 2-year old's and £0.06 for 3&4-year old's
- High needs funding is increasing by a further £730m ensuring that every local authority receives an increase of at least 8% per head of population

- central schools services funding in 2021 to 2022 will increase by 4% for the ongoing responsibilities that local authorities continue to have for all schools, while funding for historic commitments within this block will decrease by a further 20% for those local authorities in receipt of this funding

2.1 The budget allocations to services do not take account of any financial pressures related to COVID-19. In preparing the schools budget for 2021-22 it has been assumed that any consequences of and/or requirements associated with COVID-19 will be separately funded or manageable within existing resources.

### 3.0 GRANT FUNDING

#### 3.1 Pupil Premium

In addition to DSG, Pupil Premium provides funding targeted towards deprivation. It has been confirmed that Pupil Premium will continue for 2021-22 although the rates will remain at 2020-21 levels.

#### 3.2 Other Grant Funding

3.2.1 The funding for Primary PE and Sport Premium, Year 7 Catch-up Premium, and Extended Rights to Home to School Transport are expected to continue in 2021-22, although this is still to be confirmed.

3.2.2 The teachers' pay grant and teachers' pension employer contributions grant is now included in the NFF for schools and high needs. Maintained nursery schools, and schools and academies with early years pupils will continue to receive these as separate grants for 2021-22. Allocations will be published in Spring 2021.

#### 3.3 Dedicated Schools Grant

3.3.1 From April 2018 DSG has been made up of 4 blocks including the Central Schools Services Block and with restrictions on moving funding between the blocks, as described above. The blocks indicate the level of expenditure anticipated in each budget area. The allocation for 2021-22 indicates a £24.5m increase (excluding Early Years) which is an overall increase of 8.9%. The budgets presented have not transferred any funding between block allocations.

3.3.5 The Blocks in their current format are summarised as follows:

Block	2020-21 £	2021-22 £	Change £	Change %
Schools Block	211,908,043	230,289,791	18,381,748	8.67%
Early Years	21,354,340	21,644,246	289,906	1.36%
High Needs	40,792,890	46,623,200	5,830,310	14.29%
Central Schools	2,139,153	2,153,432	14,279	0.67%
<b>Total</b>	<b>276,194,426</b>	<b>300,710,669</b>	<b>24,516,243</b>	<b>8.88%</b>

3.3.2 The allocations for the Schools and Central Schools Services funding blocks have been updated for changes in pupil numbers. Pupil numbers are those recorded in the October 2020 census, and have changed as follows:

<b>Pupil Numbers</b>	<b>Primary</b>	<b>Secondary</b>	<b>All-Through</b>	<b>Total</b>
October 19 census	25,778	18,174	1	43,953
October 20 census	25,647	18,468	1	44,116
Increase / (Decrease)	(131)	294	0	163

3.3.3 Early Years funding is based on a combination of the census in January 2020 and January 2021 and thus will not be confirmed until Spring 2021. The funding of £21.644m announced in December is based on the January 2020 census and is to be reviewed in Spring 2021 thus the funding available is indicative at this time.

3.3.4 The High Needs Block provides resources to fund high needs students up to the age of 24, including the Hospital School. Additional funding has been provided to meet growing needs across all authorities. For Wirral, an additional £5.8m has been included for this. Growth can be used flexibly to adjust locally to high needs places as well as to the top ups provided. Several changes are described later in this report.

## **4.0 BUDGET ALLOCATIONS**

### **4.1 Schools Block £230.3m**

4.1.1 This budget reflects the delegated budgets allocated to both maintained and academy mainstream primary and secondary schools. In November 2019, Schools Forum supported this block being redistributed to maintained schools using the formula factor rates used in the National Funding Formula thus this is the basis on which funding will be allocated to individual schools.

#### **4.1.2 Academies**

Currently there are 16 secondary academies and 13 primary academies. Academies are independent from the local authority and are funded directly from the ESFA, however Regulations require Wirral to continue to calculate their budgets which are then deducted from Wirral's DSG.

#### **4.1.3 Minimum Funding Guarantee (MFG)**

Local Authorities have discretion over the level of MFG in their local formula as part of the 'soft' formula. For 2021-22 LAs can apply MFG of between plus 0.5% and plus 2.00% per pupil to protect schools from large formula changes. Following a consultation with all primary, secondary, and special schools, School Forum in November 2020 supported a plus 1.25% Minimum Funding Guarantee for the 2021-22 mainstream schools funding formula.

### **4.2 Early Years Block £21.6m**

4.2.1 This Block funds the costs of Early Years Education for 2, 3 and 4-year-old children in schools, nurseries, and private voluntary and independent providers for both the universal and extended entitlement. Most of this funding is directed through the Early Years National Funding Formula (EYNFF). This is allocated to Local Authorities based on an hourly rate which, for 2021-22, has increased by £0.08 for 2-year old's, and £0.06 for 3- and 4-year-olds.

4.2.2 There are small elements covering SEN costs and some central Early Years support costs. Amounts held centrally are within the nationally defined limits of 5%.

4.2.3 This Block also includes allocations for Maintained Nurseries (MNS) to enable local authorities to protect the level of funding to MNS prior to the introduction of the EYNFF, Disability Access Fund and Pupil Premium.

#### 4.3 **High Needs Block £46.6m**

This budget covers a range of related activities. The allocation of funding to each activity is based on the “place plus” funding system introduced by the DfE in April 2013 and includes:

- Special schools (pre- and post-16), and non-maintained special schools, both of which receive a base level funding of £10,000 per place.
- School bases which receive £6,000 per place.
- Alternative Provision Bases funding of £10,000 per place.
- Place funding in Wirral’s FE provision at Wirral Met College and Birkenhead 6<sup>th</sup> Form College of £6,000 per place.
- Additional funding over and above that provided for places in the form of “top ups” is provided on a per pupil basis. The top up, or “plus” element of funding, takes account of the agreed assessed needs of pupils and is paid by the “commissioner” responsible; this may be Wirral Children’s Services, a school, or another Local Authority. Wirral’s top up system uses 5 bands to allocate funding across special schools, resourced bases, and alternative provision. Non-maintained Special Schools also receive a top up.
- The costs of Top Ups for all education and training for post 16 specialist provision for Learners with Learning Difficulties or Disabilities (LLDD) in colleges and private providers.
- The Hospital Schools budget.
- The cost of placements in Independent Special Schools.
- The costs of Education, Health and Care Plans / Statements.
- The central provision of SEN support.

#### 4.1 **Central School Services Block £2.2m**

This block provides funding for LAs to carry out central functions on behalf of pupils in state-funded maintained schools and academies in England. Funding previously allocated to LAs for Education Services Grant (ESG) retained duties is included within this block, together with funding for historic commitments.

Funding allocated to Local Authorities for historic commitments, which for Wirral are the contribution to combined budgets and schools retirement costs (school closure), has been reduced by 20% in line with the DfE’s expectation that these costs will unwind over time.

The funding for ongoing responsibilities includes:

- School Licenses

- Admissions
- Schools Forum
- Former ESG retained duties
- Capital Expenditure from Revenue (PFI costs)

The treatment of these budgets, which are considered in further detail later in this report, is in accordance with national guidance.

## 5.0 2021-22 BUDGET CHANGES

### 5.1 Proposed 2021-22 Schools Budget savings

There are no specific budget savings proposed as part of this Schools Budget report.

### 5.2 Individual Schools Budget

#### 5.2.1 Primary, Secondary and Academy Budgets £8.920m increase

The significant changes within this area are as follows:

- There is a net increase in school rolls, which results in an overall budget increase of £1.04m. There are 163 more pupils on roll in October 2020 compared to October 2019. Primary numbers have reduced by 131 from 25,778 to 25,647 (a 0.51% reduction) while Secondary numbers have increased by 294 from 18,175 to 18,469 (a 1.62% increase).
- There has been an increase in the estimated Business Rates payable of £36.9k resulting from inflation and re-assessment of the liability for 3 schools.
- The PFI Affordability Gap delegated to schools has been increased by the estimated cost of inflation (£23.7k). This will be updated once the December 2020 RPI rate is published.
- There is Headroom within the budget, which arises from a difference in the pupil funding received in DSG and the funding allocated within the ISB. This totals £7.815m (3.73%) and has been split proportionately between primary and secondary budgets.

#### 5.2.2 6<sup>th</sup> Form Funding

The Schools Budget includes funding for High Needs students in 6<sup>th</sup> Forms. All other post 16 funding is through the National Funding Formula for 6<sup>th</sup> Forms.

#### 5.2.3 High Needs Places £0.390m increase

Places in specialist provision within Local Authority areas continue to be determined by each LA in consultation with schools and providers. There is flexibility to adjust this so that places broadly reflect take up by pupils and this has resulted in a net reduction of 5 places at SEN bases.

In December 2020, 142 places in specialist provision Year 7 September 2021 were expressed preferences by parents/carers. The final allocation for Year 6 Year 7 key transfer will not be known until 15 February 2021 (statutory deadline). In addition to these 142 requests, it is anticipated that there will be additional

requests for specialist provision after 15 February and before 31 August 2021. There are (approximately) 135 potential places available in specialist provision in September 2021. There are therefore more pupils due to leave primary special schools year 6 in August 2021 than will be leaving secondary special schools.

In addition, need has been identified for an additional KS2 base, an SEMH base, a CAMHS step-down base and a further class at an existing special school. Further need may be identified during the financial year 2021-22.

For 2020-21 this growth in demand was addressed by including additional places in the budget and a further 40 places have been set aside for this purpose in the 2021-22 budget and will be allocated via a commissioning process.

All changes have been reported to the ESFA where necessary and have been reflected in the budget as follows:

#### **Full Year Effect of changes made in 2020-21**

- Bebington Sports College increase by 5 places to 30
- Woodchurch High Engineering College reduce 5 places to 15
- Oldershaw reduce by 5 places to 30

#### **Changes from April 2021**

- Additional places introduced – 40 places

#### **5.2.4 Teachers Pay and Pension Employer Contribution Grants £10.303m increase**

Funding previously received through the Teachers' Pay Grant (TPG) and Teachers' Pension Employer Contribution Grants (TPECG) supplementary fund, has been allocated through the schools NFF and High Needs funding. The impact of this is to increase funding for mainstream schools by £180 per Primary school pupil and £265 per Secondary school pupil. Similarly funding for special schools has been increased by £661 per pupil based on actual cost in 2020-21.

This will streamline the way in which the funding through the grants is delivered, as well as recognising the fact that these grants are part of schools' core funding.

#### **5.2.5 Early Years £0.436m increase**

Early Years funding for 2021-22 will be based on census counts in January 2021 (5/12ths) and January 2022 (7/12ths). The final allocation will not therefore be known until June/July 2022. Early Years funding announced in December 2020 is based on the January 2020 census but will be updated to reflect 2021 census data once it becomes available. The budget has been set on the basis that take-up will be around 98% of the pupil numbers identified in the January 2020 census and will be flexed during 2021-22 as census information is updated.

The January 20 census showed a falling roll for 2-year old's and universal - & 4-year-olds compared to the January 19 census, mirroring a drop in birth rates for the related period. A further drop in numbers is predicted for the January 2021 census, although this will be kept under review.

The extended offer of an additional 15 hours for working parents was introduced from autumn 2017, with the DfE's expectation being that extended hours claimed

would eventually be around 60% of universal hours. 2021-22 funding is expecting this take-up to be 48.8% reflecting a 3% increase from 2020-21. The 2021-22 budget has been set on the basis that take-up of the extended offer will be 48.8%.

<b>Pupil numbers</b>	<b>Jan-20</b>	<b>Jan-19</b>	<b>Change</b>
2-year olds (PTE)	1,027	1,055	-28
3/4-year olds (universal PTE)	4,680	4,814	-134
3/4-year olds (extended PTE)	2,283	2,204	79

As outlined above in paragraph 4.2.1 the hourly rates paid by DfE to Wirral will increase by £0.08 to £5.38 for 2-year old's and £0.06 to £4.45 for 3&4-year-olds. The expenditure budget relates to the payments to providers and this will aim to maximise the pass-through of funding to providers whilst ensuring that the service can respond to need and uncertainty.

### 5.3 High Needs Top-Ups £2.560m

The proposed budget for SEN Top-ups is £29.4m, an increase of £2.5m from 2020-21 which is made up as follows:

- **Statements £0.291m** – a net increase of £91.1k for personal budgets and 0.52m plus £200k for units of resource for out of borough placements. These increases reflect the current/on-going level of demand.
- **Special Schools £0.368m** – special school top-ups budgets are under increasing pressure, with increased complexity of need being reflected in the application of higher rate top-up bands. The budget also assumes all special schools are full throughout the year and this includes the additional 40 places identified in 5.2.3.
- **FE and 6<sup>th</sup> Form £0.367m** – increasing demand and complexity has put pressure on this budget and the increase will support the current level of on-going plans plus potential further growth of around 30 new plans.
- **Exceptional Need £0.568m** – this budget has been increased to reflect the growth in applications from September 2020 plus potential growth for a further 20 new applications.
- **Independent Special Schools £0.986m** – there has been an increase of in this budget to reflect the funding currently committed resulting from increase in demand, as well as an estimate of further placements made during 2021-22.
- **Nursing Support (£0.060m)** – this net reduction is made up of a reduction of £200k for the Clinical Psychology Team to reflect how the service is currently delivered. The £200k reduction has been partially offset by the additional funding that replaces the Teachers Pay and Pension Employer Contribution Grants in relation to centrally employed teaching staff and additional funding for medical equipment and specialist 'learning beds'.
- **Home Tuition £0.000m** – the budget for the Home Tuition service remains unchanged for 2020-21, despite projected overspends in 2019-20. This is due to a planned review of the service and charges during 2021.

- **Contingency £0.040m** – this budget has been increased by £50k and covers the potential cost of:
  - The 90% guarantee to maintained mainstream schools to limit the demands on low-cost high incidence SEN budgets used to support statements (£145k).
  - Any unforeseen consequences arising from top-ups, places, or exceptional cases (£265k).

These changes are summarised in the table below, and together with the place changes outlined in 5.2.3 mean that the pressures estimated on the High Needs budget total £2.950m.

	2021-22 budget £	2020-21 budget £	Change £
<b>Statements</b>			
Early Years	450,000	450,000	0
Primary	3,243,600	3,243,600	0
Secondary (including 5th Forms)	2,323,600	2,323,600	0
Primary & Secondary - out of borough	200,000	0	200,000
Personal Budgets	200,000	108,700	91,300
Other	111,100	111,100	0
	<b>6,528,300</b>	<b>6,237,000</b>	<b>291,300</b>
<b>Top-ups</b>			
Special Schools (& 6 <sup>th</sup> Forms / Hospital)	8,867,600	8,427,900	439,700
SEN Units (resourced & AP)	976,300	1,048,600	(72,300)
Alternative Provision	1,318,200	1,318,200	0
Further Education (6 <sup>th</sup> form college & providers)	2,050,000	1,683,200	366,800
Exceptional Need	1,350,000	782,000	568,000
Nursing Support	160,000	159,900	100
Contingency	400,000	360,000	40,000
Independent Non-maintained Special Schools	5,120,000	4,134,000	986,000
Home Tuition	400,500	400,500	0
	<b>20,642,600</b>	<b>18,314,300</b>	<b>2,328,300</b>
<b>Others</b>			
SEN Support	2,132,300	2,192,200	(59,900)
Special Schools Transport	58,200	58,200	0
	<b>2,190,500</b>	<b>2,250,400</b>	<b>(59,900)</b>
<b>High Needs Total</b>	<b>29,361,400</b>	<b>26,801,700</b>	<b>2,559,700</b>

#### 5.4 Central School Services £226.2m increase

5.4.1 **De-delegated budgets** - as in previous years the budgets held for Contingency, Special Staff (maternity, paternity, and trade union duties), the School Library Service, Insurance (Governors Aided), and Behaviour Support have been delegated to schools, and a decision will be required for any de-delegation from existing school budgets for these services. A decision will also be required for de-delegation of costs associated with former General Duties of the Education Services Grant and School Improvement.

5.4.2 **Central School Services block** - the centrally held budgets for 2021-22, mainly funded by the Central Schools Services Block of DSG have increased by

£0.226m. The services delivered by these budgets are explained below along with the reasons for any changes to the budget for 2021-22.

- School Admissions (£380,000). This budget is required to meet the costs of supporting and administering the authority's school admissions process including the 11 plus. A small increase of £7.8k has been applied to this budget to reflect forecast staff costs.
- School redundancy costs (£81,000). This budget covers the continuing cost of premature retirement of teachers and staff that have arisen from closing schools. There is no change to this budget.
- Licences and Subscriptions (£243,800). The DfE purchases a single national licence for all state funded schools. Licences cover areas such as the Copyright Licence Agency, the Education Recording Agency, the Mechanical Copyright Protection Society, and a School Printed Music Licence. The 2021-22 budget has reduced by £1,100 to reflect the costs announced by DfE in December 2020.
- Schools Forum (£10,600). Unchanged from 2020-21).
- Contingency (£7,600). This relates to the 'headroom' within the Central School Services Block for 2021-22.
- Contributions to combined budgets (£700,500). Unchanged from 2020-21.
- Early Years (£518,700 funded from the Early Years block). Unchanged from 2020-21.
- The Authority's contribution to the PFI Affordability Gap (£1,459,642, an increase of £211,942, funded by the LA and subject to change based on the December RPI% when it is available.
- Retained duties of the former Education Services Grant (ESG) (£730,000, unchanged from 2020-21). Overall, DSG contributes £1.2m towards the cost of services that were previously funded from ESG. In 2020-21 Forum agreed to de-delegate £500,000 on behalf of Maintained Primary, Secondary and Special Schools towards the full year costs of ESG General Duties. The table below identifies the services delivered and the funding source.

<b>Estimated cost of ESG services</b>	<b>£</b>
Education Welfare	454,800
Asset Management	152,600
Statutory/Regulatory duties	998,600
Premature retirement/redundancy	128,300
Monitoring national curriculum assessment	65,000
<b>Total</b>	<b>1,799,300</b>
<b>Funded by:</b>	
School budget retained duties	730,000
General duties (de-delegation)	504,800
Council funded	564,500
<b>Total</b>	<b>1,799,300</b>

### 5.4.3 Contributions to combined budgets

School Funding Regulations continue to allow contributions to support services that would otherwise fall outside the Schools Budget. These budgets combine with other council resources for the educational benefit of children.

There must be no new commitments or increases in expenditure from that agreed in 2012-13, and DfE expect that these costs will unwind over time. For this reason, funding from DfE has been reduced by 20% for 2021-22. However, the net increase to the current cost element of the Central Schools Service Block off-sets the 20% reduction. It is proposed, therefore, that there be no reduction in the combined budgets. These contributions are as follows:

**- Discretionary Rate Relief (£85,280)**

This budget funds continuing costs for Discretionary Rate Relief in Voluntary Aided schools.

**- School Improvement (£264,000)**

This budget supports the continued funding for School Improvement staff with permanent contracts.

**- Local Safeguarding Children's Board (£24,000)**

The LSCB provides governance of child protection arrangements, undertakes serious case reviews, training and employs a Designated Officer for Allegations. The Board is funded from partner organisations including Social Care, Schools, Police, Health and Probation

**- School Intervention (£108,800)**

This budget supports the continuing funding for the consultant Headteacher role supporting primary and secondary schools.

**- PFI – City Learning Centres (£54,800)**

The 3 City Learning Centres closed in summer 2016 after which budgets for running costs were delegated to schools. There is an ongoing requirement to fund PFI costs for 2 of the 3 buildings. Provision has been made within the council for some costs (£118,400) and the Home Tuition Service (£40,000). This residual budget is required until a more lasting solution is found.

**- PFI Support (£49,440)**

A small team within Asset Management manages the PFI contract on behalf of the Council and provides support / advice to PFI schools. This budget provides part of the funding needed to support the ongoing contract management.

**- LACES (£112,400)**

The service reviews the educational progress of Looked After Children, provides training to staff and some direct support to pupils.

**- Governors Forum (£1,780)**

## **6.0 USE OF RESERVES**

- 6.1 The DSG reserve position brought forward on 1 April 2020 reflects a deficit position of £1.3m and was agreed as part of the year end accounts for 2019-20. The £1.1m deficit is a net position after ring-fencing Early Years Disability Access Fund underspends of £178,140 for future use.
- 6.2 The Schools Budget for 2020-21 is forecast to deliver an in-year deficit of £1.4m resulting in a cumulative deficit of £2.4m by the end of 2020-21. The majority of the overspend relates to pressures in the high needs block. The budget proposes the transfer to reserve of the £2.7m unallocated High Needs funding for 2021-22. This will result in a broadly balanced reserve position.

## **7.0 INFLATION**

- 7.1 Although the mainstream schools' budget has received increased funding, there is no specific provision in the budget for pay awards. The cost of pay awards for 2021-22 is expected to be low given the public sector pay freeze announced in November 2020 for all but those employees earning less than £24k per annum. Any additional cost over and above any increase in budget allocations and Teachers Pay Grant will need to be met from existing budgets.
- 7.2 There is no general provision for price inflation, although costs for school rates and PFI continue to reflect RPI increases.

## **8.0 BUDGET TIMETABLE**

- 8.1 The Schools Budget and advice from Forum will be considered by the Policy and Resources Committee at its budget meeting on 17<sup>th</sup> February 2021.

## **9.0 FINANCIAL IMPLICATIONS**

- 9.1 The budget for 2021-22 is compiled from the base budget for 2020-21 approved by Council on 2<sup>nd</sup> March 2020 and updated for any issues identified in this report. The projected budget (DSG and council contribution) is £299,487,100 and is summarised below. A more detailed analysis of the 2021-22 budget is shown in Appendix 1. A comparison of the 2021-22 and 2020-21 budgets are summarised in Appendix 2.

	<b>2021-22</b>
	<b>Budget</b>
	<b>£</b>
Schools Block	230,289,800
Central School Services Block	3,613,100
High Needs Block	43,940,000
Early Years Block	21,644,200
<b>TOTAL BEFORE CONTRIBUTION TO RESERVE</b>	<b>299,487,100</b>
Contribution to reserves (High Needs)	2,683,100
<b>TOTAL AFTER CONTRIBUTION TO RESERVE</b>	<b>302,170,200</b>
<b>Funded by...</b>	
DSG	300,710,700
Council (PFI Affordability Gap)	1,459,500
<b>NET TOTAL FOR HIGH NEEDS BLOCK</b>	<b>302,170,200</b>

9.2 As described in paragraph 6.0, the DSG reserve is expected to end 2020-21 with a cumulative deficit of £2.4m. The High Needs block of the DSG grant has increased by £5.8m for 2021-22 (paragraph 3.3.5), and the budget changes described in this report result in surplus High Needs funding of £2,683,134 for 2021-22. It is proposed that this is transferred to the DSG reserve to offset the deficit.

## **10.0 RECOMMENDATIONS**

- 10.1 That the views of Schools Forum are sought on the Schools Budget for 2021-22 including the changes within SEN and Central costs.
- 10.2 That the net increase in the current cost element of the Central School Services block be used to off-set the reduction in historic cost element and thus retaining the Combined Budgets at the 2020-21 level.
- 10.3 That £2,683,100 of surplus High Needs funding for 2021-22 be transferred to the DSG reserve to offset the deficit position.
- 10.4 That the Schools Budget and views of the Schools Forum be referred to the budget meeting of the Policy and Resources Committee on 17<sup>th</sup> February 2021.

**Paul Boyce**  
**Director for Children, Families and Education**

## Appendix 1 - Schools Budget changes 2021-22

	£000	£000
2020-21 Schools adjusted base budget		175,150
Add back Academy recoupment		101,502
<b>2020-21 Gross Schools budget</b>		<b>276,652</b>

### Budget changes:

#### **Individual Schools Budget**

Net increase in number of pupils on roll	1,044	
Rates	37	
PFI Affordability	24	
NFF changes (headroom)	7,815	
Special school/SEN base places	390	
TPG/TPECG	10,303	
Early years rate change	436	
	<u>20,049</u>	

#### **High Needs Pupils**

Out of borough units of resource	291	
Special school top-ups	368	
FE & 6th Form top-ups	367	
Exceptional needs	568	
Independent provision	986	
Nursing Support	(60)	
Contingency	40	
	<u>2,560</u>	

#### **Central School costs**

Admissions	8	
Contingency	8	
Licenses and subscriptions	(1)	
PFI Affordability Gap	212	
	<u>226</u>	

**Total budget changes** **22,835**

<b>2021-22 Gross Schools budget</b>	<b>299,487</b>
2021-22 Dedicated Schools Grant	(300,711)
Contribution to reserve	2,683
<b>2021-22 Net Schools budget</b>	<b>1,460</b>

**Appendix 2 - Schools Budget 2021-22**

	<b>2021-22 Proposed Budget £</b>	<b>2020-21 Net Budget (Jan 2021) £</b>
<b>Individual Schools Budget</b>		
Primary	116,038,300	82,980,000
Secondary	114,251,500	25,293,000
Special	12,622,600	11,368,300
Wirral Hospitals School	1,412,000	1,354,300
SEN Bases	958,000	962,200
Sixth Form/Further Education	36,000	36,000
Early Years	20,675,500	20,239,300
Growth and Falling Rolls Fund	0	466,000
<b>Individual Schools Budget Total</b>	<b>265,993,900</b>	<b>142,699,100</b>
<b>Central School Costs</b>		
Early Years	518,700	518,700
Admissions	380,000	372,200
School Redundancy Costs	81,000	81,000
Licenses and subscriptions	243,800	244,900
Schools Forum	10,600	10,600
Contingency	7,600	0
Contribution to combined budgets	700,500	700,500
PFI Affordability Gap	1,459,600	1,247,700
Retained duties (ex-ESG)	730,000	730,000
<b>Costs delegated to/de-delegated from schools</b>		
Library Service	0	188,200
Insurances	0	25,600
School Specific contingencies	0	66,100
Special Staff Costs	0	701,400
Behaviour Support	0	107,000
School Improvement	0	150,700
Retained duties (ex-ESG)	0	504,800
<b>High Needs Pupils</b>		
Statements	6,528,300	6,237,000
SEN top-ups	14,722,100	13,419,800
High Needs contingency	400,000	360,000
Independent Special Schools	5,120,000	4,134,000
Home Tuition	400,500	400,500
Support for SEN	2,132,300	2,192,200
Special School Transport	58,200	58,200
<b>Non-school and school delegated Total</b>	<b>33,493,200</b>	<b>32,451,100</b>
<b>Total Costs</b>	<b>299,487,100</b>	<b>175,150,200</b>
<b>Funding</b>		
Dedicated School Grant	(300,710,700)	(174,546,400)
Contribution to DSG Reserve (High Needs)	2,683,100	643,900
<b>Funding Total</b>	<b>(298,027,600)</b>	<b>(173,902,500)</b>
<b>Grand Total</b>	<b>1,459,500</b>	<b>1,247,700</b>

## WIRRAL COUNCIL

WIRRAL SCHOOLS FORUM 19<sup>th</sup> JANUARY 2021

### REPORT OF THE DIRECTOR FOR CHILDREN, FAMILIES AND EDUCATION

#### De-Delegation of School Budgets

---

## 1. EXECUTIVE SUMMARY

This report seeks a decision by Forum representatives of maintained schools on the possible de-delegation of a number of services to schools, where there is a preference to continue a central service.

## 2. BACKGROUND

In 2013-14 following DfE regulations a number of services were delegated to schools that were previously provided centrally by the LA. There are some of these service areas where Schools Forum members, in their relevant phase, are able to decide, on behalf of their schools, that funding should be de-delegated and taken out of formula budgets before schools receive them. These amounts would then continue to be held centrally to fund specific services for schools. Regulations provide for different decisions being made for each phase. The members eligible to vote are shown on the attached table.

## 3. BUDGETS FOR DE-DELEGATION

### - Contingency

The budget for exceptional/unforeseen costs that it would be unreasonable for governing bodies to meet. For 2020-21, it was agreed that £56k of this budget that relates to vulnerable children would be transferred to Behaviour Support for maintained Primary schools. When the impact on the cost per pupil was calculated it incorrectly included Academy school pupil numbers thus the actual funding transferred was £21k and thus £35k less than planned. A further transfer of £35k has, therefore, been incorporated for 2021-22 and this has reduced the per pupil rates to £1.13 for Primary schools. There is no change to the per pupil rate of £2.15 for Secondary schools.

### - Special Staff Costs

Teacher maternity, paternity and trade union facility costs for both teaching and non-teaching staff. The special staff costs budget is forecast to underspend by around £50k for 2021-22. However, due to the volatility of these costs the rate will remain at the 2020-21 level.

With regard to Trade Union Facility Time, guidance confirms that representatives are entitled to reasonable paid time off during working hours to undertake Trade Union duties and relevant training. Wirral, like many LAs has a local agreement in place. The budget for facility time includes non-teacher representation. Where

funding is not de-delegated schools manage their own budget and make their own facility time arrangements. Due to the freeze on public sector salaries for 2021-22, no increases have been incorporated into the charges.

The Special Staff Cost rates remain unchanged for 2021-22.

- **School Library Service**

The provision of learning resources to schools, such as books, artefacts, posters, and DVDs. The School Library Service per pupil rate remains unchanged this year.

- **Insurance**

The cost of governor's liability insurance for Aided schools.

- **Behaviour Support**

The cost of a small team working with Wirral's Primary, Secondary and special schools. As referred to above, this also includes an additional £35k for vulnerable children thus the cost per SEN PA has increased to £17.35 for Primary schools. There is no change to the per pupil rate of £29.04 for Secondary schools.

- **School Improvement**

School Improvement was included as a de-delegated service from September 2017 following the withdrawal of ESG. The budget supports the improvement / intervention programme with schools.

- **Former ESG General Duties**

These are the cost of education services previously funded from Education Services Grant (ESG) to support maintained schools, including asset management (landlord) responsibilities, some premature retirement costs, and statutory / regulatory costs around, finance, LMS and internal audit.

#### **4. DECISIONS TAKEN IN 2020-21**

In the January 2020 meeting members of the forum made the following decisions: -

- The Primary Forum Representatives agreed de-delegate all the budget areas.
- The Primary Forum Representatives agreed a contribution to former ESG costs for General Duties of £371,973.
- The Secondary Forum Representatives agreed de-delegate all the budget areas.
- The Secondary Forum Representatives agreed a contribution to former ESG costs for General Duties of £56,267.
- The Special School Forum Representatives agreed a contribution to former ESG costs for General Duties of £71,760.

#### **5. SUMMARY OF BUDGETS FOR DE-DELEGATION**

The tables below identify the budget for primary and secondary schools, how the budget is allocated through the formula and the amount per pupil to be deducted if it is de-delegated.

<b>Primary Budget</b>	<b>Amount Delegated £</b>	<b>Method of Delegation</b>	<b>Amount per Pupil £</b>	<b>Average per School (300 Pupils) £</b>
Contingency	28,981	Pupil	1.13	339
Special Staff Costs (Maternity/Paternity)	615,015	Pupil	23.98	7,194
Special Staff Costs (Trade Union)	90,534	Pupil	3.53	1,059
School Library Service	225,181	Pupil	8.78	2,634
Insurance	30,520	Pupil	1.19	357
Behaviour Support	127,349	SEN PA*	17.35	5,205
School Improvement	149,522	Pupil	5.83	1,749
<b>Total</b>	<b>1,267,102</b>	(*7,340)		<b>18,537</b>

<b>Secondary Budget</b>	<b>Amount Delegated £</b>	<b>Method of Delegation</b>	<b>Amount per Pupil £</b>	<b>Average per School (1,100 Pupils) £</b>
Contingency	39,711	Pupil	2.15	2,150
Special Staff Costs (Maternity/Paternity)	570,723	Pupil	30.90	30,900
Special Staff Costs (Trade Union)	65,199	Pupil	3.53	3,530
Behaviour Support	122,752	SEN PA**	29.04	29,040
School Improvement	146,282	Pupil	7.92	7,920
<b>Total</b>	<b>944,667</b>	(**4,227)		<b>73,540</b>

### Ex Education Services Grant (ESG) - General Duties

<b>Primary and Secondary Budget</b>	<b>Amount</b>	<b>Method</b>	<b>Amount per Pupil £</b>	<b>Primary Average per School (300 Pupils) £</b>	<b>Secondary Average per School (1,100 Pupils) £</b>
ESG General Duties	427,886	Pupil-Maintained Schools only	17.35	5,205	17,350
ESG General Duties-Special School Contribution	72,114				
<b>Total</b>	<b>500,000</b>				

## 6. RECOMMENDATIONS

1. The Primary Forum Representatives agree to de-delegate each of the following budgets for the financial year 2021-22: -
  - a. Contingency
  - b. Special Staff Costs, including TU Facilities Time
  - c. School Library Service
  - d. Insurance
  - e. School Improvement
  - f. Behaviour support
  
2. The Primary Forum Representatives agree a contribution to former Education Services Grant costs of **£369,416**.
  
3. The Secondary Forum Representatives agree to de-delegate each of the following budgets for the financial year 2021-22: -
  - a. Contingency
  - b. Special Staff Costs, including TU Facilities Time
  - c. School Improvement
  - d. Behaviour support
  
4. The Secondary Forum Representatives agree a contribution to former Education Services Grant costs of **£58,470**.
  
5. The Special School Forum Representatives agree a contribution to former Education Services Grant costs of **£72,114**.

**Paul Boyce**  
**Director for Children, Families and Education**

**Forum Members eligible to Vote**

<b>Group</b>	<b>Name</b>	<b>Category of Membership</b>	<b>School/establishment</b>
Primary School Representatives	Andy Ramsden	Primary Headteacher (Birkenhead S)	Oxton St Saviours
	Steve Elliot	Primary Headteacher (Birkenhead N)	Overchurch Infants
	Emily Morris	Primary Headteacher (Wallasey)	Eastway Primary
	Kate Takashima	Primary Headteacher (Deeside)	West Kirby Primary
	Liz Davidson	Primary Headteacher (Beb/Brom)	Brookhurst
	Dave Spencer	Primary Governor	Pensby Primary
	Roy Wood	Primary Governor	Hillside Primary
	Julie Merry	Primary Governor	Overchurch Infants/Cathcart
	Cllr Tony Norbury	Primary Governor	Prenton Primary
Secondary School Representatives	Simon Goodwin	Secondary Headteacher	South Wirral High
Special School Representatives	Margaret Morris	Special Headteacher	Elleray Park
	John Weise	Special Governor	Hayfield Primary

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## WIRRAL COUNCIL

### SCHOOLS FORUM – 19<sup>th</sup> JANUARY 2021

#### REPORT OF THE DIRECTOR FOR CHILDREN, FAMILIES AND EDUCATION

#### 2021-22 SCHOOLS FUNDING FORMULA

---

### 1.0 EXECUTIVE SUMMARY

1.1 The purpose of this report is to propose a potential increase to the Minimum Funding Guarantee in the 2021-22 schools funding formula to that which was previously recommended and supported at the November 2020 Forum, due to an increase in the funding level.

### 2.0 BACKGROUND

2.1 Following a consultation across all Wirral maintained primary, secondary, and special schools, academies, and 6<sup>th</sup> form colleges, feedback was presented to Schools' Forum on 24<sup>th</sup> November 2020 who supported the following recommendations:

1. To include a +1.25% Minimum Funding Guarantee within Wirral's funding formula in 2020-21, and
2. To allocate any spare capacity within the 2021-22 funding to a falling roll and/or growth fund.

2.2 Indicative National Funding Formula (NFF) 2021-22 schools block allocations for Wirral at that time, based on 2020-21 pupil numbers, were as follows:

	<b>Schools Block</b>
2020-21 allocation (£)	£211,908,043
2020-21 indicative allocation (£)	£228,251,891
Diff (£)	£16,343,848
Diff (%)	7.71%

2.3 Local Authorities can set a Minimum Funding Guarantee (MFG) of between +0.5% and +2.00% in their local funding formula.

### 3.0 FINAL 2020-21 SCHOOLS BLOCK ALLOCATIONS

3.1 Following completion of the autumn 2020 school census, final schools block allocations were published on 17<sup>th</sup> December 2020 along with the other 3 blocks of the DSG.

3.2 Wirral's final 2021-22 schools block is £230,289,791 which is an increase of £2,037,900. This increase from the indicative schools' block is in part due to a net increase in pupil numbers from October 2019 to October 2020.

- 3.3 Work on the completion of the authority pro-forma tool (APT), which uses the National Funding Formula and other data to determine the individual schools budget share, is on-going at the time of writing this report. In line with the recommendations supported by Schools Forum in November 2020 (referred to in paragraph 2.1 above), using a +1.25% MFG with the NFF factor rates may leave a significant sum remaining for growth/falling roll funds given the increased funding.
- 3.4 Work on the APT includes the adoption of an alternative composite Minimum per Pupil Level (MPPL) rate for Wirral's all-through school. The MPPL in the National Funding Formula applies a composite rate across Primary and Secondary year groups for all-through schools. As the MPPL for Primary is significantly less than that for Secondary, the use of the composite rate can disadvantage all-through schools where they have unusual year group sizes. A disapplication request was submitted to the ESFA under paragraph 47 of the Schools Revenue Funding Operational guide and this has now been approved. The impact on the schools' budget share has not yet been determined.
- 3.5 It is therefore proposed that, should the application of a +1.25% MFG generate spare capacity for a falling rolls/growth fund of more than £0.5m, the MFG % is increased to a level that maximises the allocation of funding to individual schools whilst ensuring that no gains cap will be required for any school. In the unlikely event that the maximum MFG of +2.00% is applied and spare capacity within the allocation is greater than £0.5m, then the full value of the spare capacity will be allocated to the falling rolls/growth fund.

#### **4.0 RECOMMENDATIONS**

- 4.1 That the Forum notes the report.
- 4.2 Schools Forum's views are sought on the proposal to cap the falling rolls/growth fund at £0.5m and to maximise the allocation of funding to individual schools by applying an MFG % greater than +1.25% if the headroom in the 2021-22 allocation can accommodate this.

**Paul Boyce**  
**Director for Children, Families and Education**

## WIRRAL COUNCIL

WIRRAL SCHOOLS FORUM 19<sup>th</sup> January 2021

### REPORT OF THE DIRECTOR OF CHILDREN, FAMILIES AND EDUCATION

#### School Balances and Indicative Deficits Balances

---

#### 1. EXECUTIVE SUMMARY

This report is a regular report presented to Schools Forum describing the current and projected financial position for schools together with action that is being taken. The position remains challenging.

#### 2. BACKGROUND

There are ongoing cost pressures in schools arising from pay awards and pension increases, whilst budgets remained flat for a number of years. Additional funding has been included in the Dedicated Schools Grant (DSG) for 2020-21 and there will also be further funding increases in 2021-22 financial year, additional costs due to Covid-19 has provided further uncertainty going forward and projections at period 6 although better than at budget setting are still conservative.

#### 3. Indicative Balances

Indicative school balances have been updated after monitoring at period 6 and are detailed below. They indicate that the school balances will continue to fall year on year, but the effect of the additional funding has slowed this down.

In March 2021, the expected balances are £7.1m, which is much better than the position reported in September (£5.9m). This is due to more information being provided by the ESFA on 2021-22 funding and the more details of how the Teachers Pay Grant (TPG) and Teachers Pension Employers Contribution Grant (TPECG) would be incorporated into the DSG. This has provided more certainty for some schools in future years, however, there are still concerns around special schools and maintained nursery school budgets.

Table 1 – Position at Period 6 Monitoring

	<b>Actual Balances at 31<sup>st</sup> Mar 2020</b>	<b>Expected Balances at 31<sup>st</sup> Mar 2021</b>	<b>Expected Balances at 31<sup>st</sup> Mar 2022</b>
Nursery	340,638	78,699	-238,486
Primary	6,428,693	6,570,850	4,820,400
Secondary	-352,809	-266,829	-334,172
Special	1,506,892	758,466	-1,107,658
<b>Total</b>	<b>7,923,414</b>	<b>£7,141,186</b>	<b>£3,140,084</b>

## 1. Individual School Deficits

There are currently 6 schools with licenced deficits and agreed budget plans. In addition there are 6 schools with a Notice of Concern.

Based on table 1 the number of schools who may have a deficit budget as at March 2022 if no action is taken would increase to 31, each school with an average deficit of £174k (£125k in March 2020). The position continues to worsen in the special schools.

Table 2 – expected deficits in March 2022 compared to Actuals in March 2020

	<b>Number of schools</b>	<b>Actual no. of Schools in deficit as at Mar 2020</b>	<b>% schools with a deficit Mar 2022</b>	<b>Expected no. of schools in deficit as at Mar 2022</b>	<b>% schools with a deficit Mar 2022</b>
Nursery	3	0	0%	2	67%
Primary	78	17	22%	19	24%
Secondary	4	2	50%	2	50%
Special	11	2	18%	8	73%
	<b>96</b>	<b>21</b>		<b>31</b>	<b>48%</b>

## 2. Action Taken to Date

- A Notice of Concern is in place at 6 schools.
- LMS and HR continue to work with schools to balance budgets and plan any reduction in staff numbers or hours. Where schools are reviewing staffing levels this is, in a number of cases, leading to a consideration of redundancies.
- There are briefings and discussions with Headteachers and school finance staff.
- LMS Bursars continue to support Headteachers and governors with more detailed projections.
- The TPG & TPECG have been budgeted for the financial year 2020-2021 as they will continue to be grants until March 2021 after which they will be built into the DSG.

## 3. Future Action

- Continue to review of financial plans at period 9 to ensure that, where possible, schools budgets are sustainable going forward.
- Ensure budgets and projections are based on latest possible known information, and where this is not possible that assumptions are clear and reasonable.
- LMS Bursars to support Schools to take action before they move into a deficit position, as it is much more difficult to make saving once in that position.
- Write to schools with projected deficits in 2021-22 to request further details of how they plan to keep their budgets in credit.
- 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 additional funding on school balances for the financial year 2021-22 and the amalgamation of the TPG & TPECG into the DSG.
- Consider the potential impact of the MFG being set at +1.25% in 2021-22.

## **RECOMMENDATIONS**

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

**Paul Boyce**  
**Corporate Director of Children, Families and Education**

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## WIRRAL COUNCIL

### SCHOOLS FORUM – 19<sup>th</sup> JANUARY 2021

#### REPORT OF THE DIRECTOR FOR CHILDREN, FAMILIES AND EDUCATION

#### SCHOOLS BUDGET MONITORING REPORT 2020-21

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### 1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to update the Forum on the Schools Budget position and anticipated variations in the current year 2020-21.
- 1.2 Overall the schools' net budget is forecast to overspend by £1.1m which is mainly due to pressure in the High Needs Block. When the budget was set it was expected that there would be a surplus £644k in the High Needs Block and it was planned that this would be used to contribute to the Dedicated Schools Grant (DSG) reserve. The gross overspend against budgeted expenditure is, therefore, £1.7m but has been partially off-set with the £644k budgeted surplus bringing the in-year projected deficit for 2020-21 to £1.1m.

The table below summarises the outturn position by funding block and a more detailed analysis is attached in Appendix 2.

	2020-21 Budget £	2020-21 Spend £	2020-21 Variation £
Schools Block	108,739,000	108,739,000	0
Schools de-delegated	1,667,400	1,610,400	57,000
Central School Services Block	3,386,900	3,376,540	10,360
High Needs Block	40,148,900	41,780,439	(1,631,539)
Early Years Block	21,208,000	21,178,900	29,100
DSG	(174,546,400)	(174,379,587)	(166,813)
<b>TOTAL BEFORE CONTRIBUTION TO RESERVE</b>	<b>603,800</b>	<b>2,305,692</b>	<b>(1,701,892)</b>
Contribution to reserves (High Needs)	643,900	0	643,900
<b>TOTAL AFTER CONTRIBUTION TO RESERVE</b>	<b>1,247,700</b>	<b>2,305,692</b>	<b>(1,057,992)</b>
High Needs allocated	40,148,900	41,780,439	(1,631,539)
Contribution to reserves (High Needs)	643,900	0	643,900
<b>NET TOTAL FOR HIGH NEEDS BLOCK</b>	<b>40,792,800</b>	<b>41,780,439</b>	<b>(987,639)</b>

- 1.3 At the end of 2019-20 the Dedicated Schools Grant (DSG) reserve closed with a deficit balance of £1.3m. The forecast in-year deficit of £1.1m means that the closing balance on the DSG reserve is expected to be £2.4m. A DSG Deficit Management Plan is currently being developed and this is explained in more detail in the separate report that is included on the agenda.
- 1.4 The current outturn position reflects an improvement of £0.3m since the report to the November 2020 Forum where the in-year overspend was expected to be £1.4m.

## **2.0 REVISED 2020-21 BUDGET**

2.1 Since the last budget report was presented to Schools Forum, the budget has been updated to reflect the final Academy recouplement, a re-alignment across two budget headings and the amalgamation of the Falling Rolls and Growth funds into one line. The impact of these changes is to reduce both the expenditure and grant income budgets by £43.8k. There has been no change to the overall budget which remains at £1,247,400. The revised budget is detailed in Appendix 1.

## **3.0 FORECAST BUDGET VARIATIONS**

The budget variations that make up the forecast £1.1m overspend are identified in the table attached in Appendix 2. The reasons for the variations as well as comments on specific budget areas are given below.

### **3.1 Primary and Secondary Schools**

Schools activity is expected to be delivered on budget. The schools budget includes both the Growth and Falling Roles budget of £466k and the monitoring report assumes that this will be fully spent in year.

### **3.2 Special Schools £200k favourable variance**

The 2020-21 budget includes growth of 40 places which were expected to be fully allocated to schools. Of these 40 places, 17 remain unallocated at this time thus the funding will not be fully utilised in 2020-21.

### **3.3 Early Years Grant**

The Early Years budget of £20.2m reflects the funding required for 2-, 3- and 4-year-olds who are entitled to receive free Early Education and Early Years Pupil Premium, as well as the 3 and 4-year-old extended offer. The budget for this is based on the January 2020 Census.

As a result of the COVID-19 outbreak providers have experienced reduced take-up of childcare places and in some instances have needed to or have been instructed to close. Ordinarily providers are funded for the number of actual number of places filled but DfE guidance to LA's for the Summer and Autumn terms was to fund providers on a broadly pre-COVID basis.

The impact of this is that payments to providers are likely to reflect a higher number of childcare places than have actually been taken up. Whilst the funding mechanism has been changed for 2020-21 to reflect this, it will not be known until Spring 2021 whether the funding will be sufficient to cover costs.

The expectation was that take-up would be back on track by January 2021 and funding to providers would be based on the number of hours taken up by children from the start of the spring term. Whilst the recent government announcement on respect of the latest "lock-down" is that nursery settings will remain open, the position regarding take-up of places and funding is uncertain and pending further government guidance.

For the purposes of this monitoring report, it has been assumed that actual activity will be within budget and that grant income will be sufficient to cover costs.

### 3.4 **Central Early Years Budget – projected £29,100 favourable variance**

An underspend is expected within this centrally managed budget because of some part-year vacant posts.

### 3.5 **Contribution to Combined Budgets**

The combined budgets of £0.7m are broken down as follows:

	<b>Budget</b>
	<b>£</b>
School Improvement	264,0000
Discretionary Rate Relief Top Up	85,300
LCSB contribution	24,000
Governors Forum	1,800
PFI Support Team	49,400
LACES	112,400
School Intervention	108,800
CLC PFI	54,800
<b>Total</b>	<b>700,500</b>

It is anticipated that these budgets will be fully committed.

### 3.6 **Schools Forum – projected £10,360 favourable variance**

To date just one commitment has been identified against this budget and that is £240 for the preparation and hosting of the survey to support the National Funding Formula consultation.

### 3.7 **Insurances – projected £7,000 favourable variance**

This de-delegated budget is projected to underspend by £7,000, reflecting expected cost of governors' liability insurance for VA schools.

### 3.8 **Special Staff Costs – projected £50,000 favourable variance**

This de-delegated budget is projected to underspend by £50,000, reflecting a reduction in costs from last year. These particular costs can significantly fluctuate year on year.

### 3.9 **Special Education Needs Statements – projected £475,549 adverse variance**

Pressure on this budget continues to grow with an overspend of £475k projected despite an increase in the budget from 2019-20.

The majority of the overspend relates Units of Resource where...

- An overspend of £79k is expected for Primary Schools due to growth in the number of plans. The 2020 Summer term saw a growth of 125 plans and whilst growth has continued, it is at a lower rate than the Summer term.
- An overspend of £102k is expected for Secondary Schools due to forecast growth in plans. Growth has slowed a little since the 2020 Summer term, but expenditure is still expected to be greater than budget.
- Demand for 'out of borough' placements is expected to continue but less than that experienced in 2019-20. It is expected that this will cause a

further pressure of £249k which is made up of £28k for Primary and £210k for Secondary.

### 3.10 Special Education Needs Top Ups – projected £577,451 adverse variance

Although there was an increase in this budget from 2019-20, growth in demand is still greater than planned and an overspend of £577k is forecast. This reflects an improvement of £45k since the position was reported to the November 2020 meeting.

	Budget	Forecast Spend	Projected Variance
	£	£	£
Top-Ups for Maintained Special Schools	8,427,900	8,372,480	55,420
Top-Ups for Resourced Provision	1,048,600	1,061,160	(12,560)
Alternative Provision	1,318,200	1,238,000	80,200
FE and 6th Form Top-Ups	1,683,200	2,076,667	(393,467)
Additional Nursing Support	159,900	129,043	30,857
Exceptional Needs	782,000	1,119,901	(337,901)
<b>Total</b>	<b>13,419,800</b>	<b>13,997,251</b>	<b>(577,451)</b>

An underspend of £55k is forecast as the top-ups relating to the additional 40 places will not be fully utilised.

FE/6th Form budget is currently projecting an overspend of £393k due to an increase in places. This reflects a £30k worsening of the position reported to 2020 November Forum.

Exceptional Needs is forecast to overspend by £338k due to the growth in applications from September 2020.

Underspends for; Alternative Provision £80k and Additional Support £31k have been partially off-set by the overspend for Resourced Provision Top-Ups of £13k.

### 3.11 High Needs Contingency – projected £114,986 favourable variance

This budget funds the 90% Notional SEN Guarantee, where mainstream schools are compensated if their element 2 costs exceed 90% of their notional SEN allocation and any unforeseen circumstances. The forecast underspend reflects an improvement of £150k from the November 2020 position. The £150k relates to a potential revenue contribution to adaptations that may have been needed for a specialist facility for deaf pupils. Now that the commissioning process for the deaf base has concluded, it has been confirmed that the location of the deaf base will not change thus adaptations are not required.

### 3.12 Independent Special Schools – projected £1,049,380 adverse variance

The budget is based on 105 places, but demand is increasing, and the forecast expenditure is based on demand increasing to 126 by December 2020 and a further 12 places from the 2021 Spring term to end of March 2021. The forecast level of demand will generate an overspend of £1,049k.

### **3.13 Home Tuition – projected £100,000 adverse variance**

The Home Tuition budget remains the same as 2019-20. Due to cost pressures in 2019-20 the budget overspent by £93k. These cost pressures have continued into 2020-21 resulting in a forecast overspend of £100k. A review of the service and charges is planned for 2021-22.

### **3.13 Support for SEN – projected £255,855 favourable variance**

An underspend is projected mainly relating to vacant posts within the Clinical Psychologists and Communication Differences teams, although these are partially off-set by an overspend within the Physical/Medical budget relating to the Mediquip contract.

### **3.14 DSG - £166,813 adverse variance**

At the end of financial year 2019-2020 the value of the DSG grant income received was adjusted to reflect the expected final grant allocation in relation to Early Years. This is usual practice and reflects the timing difference between the closure of accounts and the date by which the Council is notified of the final allocation. Unfortunately, the level of grant income due was overstated by £167k thus the deficit b/fwd. from 2019-20 should have been reported £167k worse. The impact of the overstated income will now be reflected 2020-21 accounts and will contribute to the increased DSG deficit reserve balance to be carried forward into 2020-21.

## **4.0 UPDATE ON RESERVES**

4.1 The final DSG deficit balance carried forward into 2020-21 was £1.3m. This includes ring-fenced funding of £245,305 in respect of; Early Years Disability Access Fund (£178,140) and Early Years charges that were levied too late to be included in the 2019-20 accounts (£67,165). Due to the forecast in-year overspend of £1.1m, it is expected that the closing reserve balance to be carried forward into 2021-22 will be in deficit by £2.4m.

## **5.0 CONCLUSION**

5.1 The Schools Budget is monitored throughout the year and provisional year-end position will be reported at the May 2021 Schools Forum meeting.

## **6.0 RECOMMENDATIONS**

6.1 That the Forum notes the report.

**Paul Boyce,**  
**Director for Children, Families and Education**

## Appendix 1 - Schools Budget 2020-21

	2020-21 Budget (Jan 2021) £	2020-21 Budget (Sep 2020) £	Budget change £
<b>Individual Schools Budget</b>			
Primary	82,980,000	82,980,000	0
Secondary	25,293,000	25,293,000	0
Special	11,368,300	11,368,300	0
Wirral Hospitals School	1,354,300	1,354,300	0
SEN Bases	962,200	988,000	(25,800)
Sixth Form/Further Education	36,000	36,000	0
Early Years	20,239,300	20,239,300	0
Growth and Falling Rolls Fund	466,000	466,000	0
<b>Individual Schools Budget Total</b>	<b>142,699,100</b>	<b>142,724,900</b>	<b>(25,800)</b>
<b>Central School Costs</b>			
Early Years	518,700	518,700	0
Admissions	372,200	372,200	0
School Redundancy Costs	81,000	81,000	0
Licenses and subscriptions	244,900	244,900	0
Schools Forum	10,600	10,600	0
Contribution to combined budgets	700,500	700,500	0
PFI Affordability Gap	1,247,700	1,247,700	0
Retained duties (ex-ESG)	730,000	730,000	0
<b>Costs delegated to/de-delegated from schools</b>			
Library Service	188,200	188,200	0
Insurances	25,600	25,600	0
School Specific contingencies	66,100	66,100	0
Special Staff Costs	701,400	701,400	0
Behaviour Support	107,000	107,000	0
School Improvement	150,700	150,700	0
Retained duties (ex-ESG)	504,800	504,800	0
<b>High Needs Pupils</b>			
Statements	6,237,000	6,237,000	0
SEN top-ups	13,419,800	13,419,800	0
High Needs contingency	360,000	360,000	0
Independent Special Schools	4,134,000	4,134,000	0
Home Tuition	400,500	400,500	0
Support for SEN	2,192,200	2,210,200	(18,000)
Special School Transport	58,200	58,200	0
<b>Non-delegated school costs Total</b>	<b>32,451,100</b>	<b>32,469,100</b>	<b>(18,000)</b>
<b>Total Costs</b>	<b>175,150,200</b>	<b>175,194,000</b>	<b>(43,800)</b>
<b>Funding</b>			
Dedicated School Grant	(174,546,400)	(174,590,200)	43,800
Contribution to DSG Reserve (High Needs)	643,900	643,900	0
<b>Funding Total</b>	<b>(173,902,500)</b>	<b>(173,946,300)</b>	<b>43,800</b>
<b>Grand Total</b>	<b>1,247,700</b>	<b>1,247,700</b>	<b>0</b>

## Appendix 2 - Budget Variations 2020-21

	2020-21 Budget £	2020-21 Spend £	2020-21 Variation £
<b>Individual Schools Budget</b>			
Primary	82,980,000	82,980,000	0
Secondary	25,293,000	25,293,000	0
Special	11,368,300	11,168,300	200,000
Wirral Hospitals School	1,354,300	1,354,300	0
SEN Bases	962,200	962,200	0
Sixth Form/Further Education	36,000	36,000	0
Early Years	20,239,300	20,239,300	0
Growth and Falling Rolls Fund	466,000	466,000	0
<b>Individual Schools Budget Total</b>	<b>142,699,100</b>	<b>142,499,100</b>	<b>200,000</b>
<b>Central School Costs</b>			
Early Years	518,700	489,600	29,100
Admissions	372,200	372,200	(0)
School Redundancy Costs	81,000	81,000	0
Licenses and subscriptions	244,900	244,900	(0)
Schools Forum	10,600	240	10,360
Contribution to combined budgets	700,500	700,500	0
PFI Addordability Gap	1,247,700	1,247,700	0
Retained duties (ex-ESG)	730,000	730,000	0
<b>Costs delegated to/de-delegated from schools</b>			
Library Service	188,200	188,200	0
Insurances	25,600	18,600	7,000
School Specific contingencies	66,100	66,100	0
Special Staff Costs	701,400	651,400	50,000
Behaviour Support	107,000	107,000	0
School Improvement	150,700	150,700	0
Retained duties (ex-ESG)	504,800	504,800	0
<b>High Needs Pupils</b>			
Statements	6,237,000	6,712,549	(475,549)
SEN top-ups	13,419,800	13,997,251	(577,451)
High Needs contingency	360,000	245,014	114,986
Independent Special Schools	4,134,000	5,183,380	(1,049,380)
Home Tuition	400,500	500,500	(100,000)
Support for SEN	2,192,200	1,936,345	255,855
Special School Transport	58,200	58,200	0
<b>Non-delegated school costs Total</b>	<b>32,451,100</b>	<b>34,186,179</b>	<b>(1,735,079)</b>
<b>Total Costs</b>	<b>175,150,200</b>	<b>176,685,279</b>	<b>(1,535,079)</b>
<b>Funding</b>			
Dedicated School Grant	(174,546,400)	(174,379,587)	(166,813)
Contribution to DSG Reserve (High Needs)	643,900	0	643,900
<b>Funding Total</b>	<b>(173,902,500)</b>	<b>(174,379,587)</b>	<b>477,087</b>
<b>Grand Total</b>	<b>1,247,700</b>	<b>2,305,692</b>	<b>(1,057,992)</b>

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## WIRRAL COUNCIL

### SCHOOLS FORUM – 19<sup>th</sup> JANUARY 2021

#### REPORT OF THE DIRECTOR FOR CHILDREN, FAMILIES AND EDUCATION

#### DSG MANAGEMENT PLAN 2020-21

---

### 1.0 EXECUTIVE SUMMARY

1.1 The purpose of this report is to update the Forum on the actions that are being undertaken to develop Wirral's DSG Management Plan.

### 2.0 BACKGROUND

2.1 At the end of the financial year 2019-20, Wirral's overall DSG deficit was £1.3m which was mainly due to pressure in the High Needs Block. Despite an increase in the budget for 2020-21, a further overspend of £1.1m is expected due mainly to further demand on the High Needs Block resulting in a forecast total DSG deficit of £2.4m by the end of financial year 2020-21.

2.2 Of the £1.1m net overspend that is forecast for 2020-21, £1.0m relates to High Needs and is expected to recur in future years unless significant and enduring action is taken to reduce costs. The 2021-22 budget setting process has identified additional demand and costs are expected to rise by further £1.2m.

2.3 The DSG conditions of grant require that any local authority with an overall deficit on its DSG account at the end of 2019-20 financial year, or whose DSG surplus has substantially reduced during the year, must be able to present a plan to the Department for managing their future DSG spend. The expectation of the Department for Education (DFE) is that local authorities should plan to recover their deficit in a 3-year period although a 5-year plan may be considered. The local authority is proposing action to mitigate any potential negative impact of the recovery plan. The action includes:

- spread the savings over the maximum time period, which is five years.
- make the least amount of savings possible to achieve an in-year balance, by year three, and go on to reduce the deficit by year five

2.4 To assist in the planning process, the DFE have issued a detailed Management Plan Tool that is to be completed with both statistical and financial information for the period 2017-18 to 2024-25. Once fully updated, this tool should enable LA's to compare their costs and activities with each other.

### 3.0 2021-22 DSG FUNDING

3.1 The Schools Funding Allocations were issued by the Department for Education on 17<sup>th</sup> December 2020 and this identified that High Needs funding for Wirral has increased by £5.8m for 2021-22. Of this £5.8m increase, around £1m relates to the Teachers Pay and Teachers Pension Employers Contributions (TPG/TPECG) costs which were previously paid as separate grants. The remaining £4.8m

reflects a 'real' increase in funding for 2021-22. The table below compares the planned expenditure for 2021-22 with the grant funding and this identifies an in-year surplus of £2.7m.

	£m
2020-21 forecast expenditure	41.7
Growth/demand	1.2
TPG/TPECG	1.0
<b>2021-22 forecast expenditure</b>	<b>43.9</b>
2021-22 High Needs funding	46.6
<b>Contribution to reserve</b>	<b>2.7</b>

3.2 Whilst it is expected that the increase in funding for 2021-22 will support both the expected increase in demand and a significant contribution to the deficit, the management plan will continue to be developed. For 2020-21, High Needs funding increased by £5.9m but this is still forecast to be exceeded by £1m so further work needs to be undertaken to ensure sustainability of support to service users and sufficiency of financial resources to meet demand in future years.

#### **4.0 DSG DEFICIT MANAGEMENT PLAN ACTIONS**

- 4.1 To date the Head of Special Educational Needs and Disabilities (SEND) and Inclusion has corresponded with the relevant stakeholders and attended their meetings to outline the issues and to identify the financial proposals that are being considered to reduce High Needs expenditure. The relevant stakeholder groups have been invited to both review the proposals and to contribute to the development of alternative proposals.
- 4.2 Following notification of the Dedicated Schools Grant (DSG) 2021-22 in December 2020. It is proposed to move from an 'engagement and participation' phase (June – December 2020) to a 'co-production' phase. The local authority's ambition is to work in a way which ensures that local leaders in education feel they have participated fully in the Dedicated Schools Grant (DSG) Management Plan process and have a sense of co-ownership. This is often referred to as 'co-production'. Mr Mark Williams, Strategic Adviser, would convene a workshop(s) approach to co-produce proposals for the Dedicated Schools Grant (DSG) Management Plan. This work is expected to finish by end of March 2021.

#### **5.0 CONCLUSION**

5.1 Wirral officers will continue to develop the Management Plan and will report back to the next Schools Forum meeting.

#### **6.0 RECOMMENDATIONS**

6.1 That the Forum notes the report.

**Paul Boyce,**  
**Director for Children, Families and Education**

## WIRRAL COUNCIL

WIRRAL SCHOOLS' FORUM 19<sup>th</sup> January 2021

### REPORT OF THE DIRECTOR OF CHILDREN, FAMILIES AND EDUCATION

#### Forum Membership Review

---

#### 1.0 EXECUTIVE SUMMARY

1.1 This report describes the current representation of the Forum and membership changes.

#### 1.2 Current Representation

The table below details the current makeup of the Wirral Schools' Forum representation and when the terms of office are due to expire.

		2017 to 2021	2018 to 2022	2019 to 2023	2020 to 2024	2021 to 2025	Total
<b>Total Membership</b>							
5	Primary Headteachers		1	1	3		5
4	Primary Governors	1	1	1		1	4
1	Secondary Headteachers				1		1
1	Special Headteacher		1				1
1	Special Governors		1				1
1	Nursery Representative				1		1
<b>13</b>	<b>Total Schools Membership</b>						
9	Academy Representative	3	1	2			6
<b>9</b>	<b>Total Academy Membership</b>						
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
3	PVI Early Years Providers			1		2	3
<b>8</b>	<b>Total Non-Schools Membership</b>						
<b>30</b>	<b>Total Membership</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>6</b>	<b>3</b>	<b>27</b>

1.3 There are currently 3 Academy vacancies, with one temporarily being filled by Lisa Ayling, until volunteers come forward.  
There are also 3 further academy members, whose term of office is due to end this year. This will leave 6 academy vacancies if they do not request to continue.

The Early Years representatives Nicky Prance and Simon Davies, have agreed to do another term, as there were no other volunteers.

#### **1.4 New Members**

There have been two new members since September, as follows:-

**Steve Elliot** – Primary Headteacher (Birkenhead North) representative replaces Nikki Lightwing.

**Julie Merry** – Primary Governor Representative replaces Tim Kelly

Appendix 1 identifies all current members and their role on School's Forum.

#### **1.5 Membership Changes**

Regulations governing the forum requires school/academy membership to take account of pupil weighting. Although one primary school, Brackenwood Junior, converted to Academy on 1st January 2021 this does not affect the current school/academy split.

#### **2.0 Recommendations**

2.1 Forum notes the report.

**Paul Boyce**  
**Director of Children, Families and Education**

## Appendix 1

### SCHOOLS' FORUM MEMBERSHIP as at January 2021

Group	Name	Category of Membership	SCHOOL /establishment	Term of Office	
Schools	Andy Ramsden	Primary Headteacher (Birkenhead S)	Oxton St Saviours	Sep-20	Aug-24
Schools	Steve Elliot	Primary Headteacher (Birkenhead N)	Overchurch Infants	Nov-20	Oct-24
Schools	Emily Morris	Primary Headteacher (Wallasey)	Eastway Primary	Oct-19	Sep-23
Schools	Kate Takashima	Primary Headteacher (Deeside)	West Kirby Primary	Sep-20	Aug-24
Schools	Liz Davidson	Primary Headteacher (Beb/Brom)	Brookhurst	Jul-18	Jun-22
Schools	Dave Spencer	Primary Governor	Pensby Primary	Jul-17	Jun-21
Schools	Roy Wood	Primary Governor	Hillside Primary	Oct-18	Sep-22
Schools	Julie Merry	Primary Governor	Overchurch Infants/Cathcart	Jan-21	Dec-24
Schools	Cllr Tony Norbury	Primary Governor	Prenton Primary	Sep-19	Aug-23
Schools	Simon Goodwin	Secondary Headteacher	South Wirral High	Sep-20	Aug-24
Schools	Margaret Morris	Special Headteacher	Elleray Park	Sep-18	Aug-22
Schools	John Weise	Special Governor	Hayfield Primary	Dec-18	Nov-22
Schools	Cathy Hughes	Nursery Representative	Leasowe Early Years	Jun-20	May-24
Academy	Vacancy	Academy Rep			
Academy	Adrian Whiteley	Academy Rep (Chair)	St Anselms	Aug-19	Jul-23
Academy	Helen Johnson	Academy Rep	The Birkenhead Park School	Sep-17	Aug-21
Academy	Vacancy	Academy Rep			
Academy	Mark Bellamy	Academy Rep	Hilbre High School	Sep-17	Aug-21
Academy	Andy Waller	Academy Rep	West Kirby Grammar School	May-18	Apr-22
Academy	Jon Bush	Academy Rep	Oldershaw Academy	Dec-17	Nov-21
Academy	Geraldine Fraser	Academy Rep	Prenton High School for Girls	Oct-19	Sep-23
Academy	Lisa Ayling (Temp)	Academy Rep	Prenton High School for Girls	Nov-19	
Non-Schools	Steve Bennett	Non-teacher representative	Wirral Unison	Sep-20	Aug-24
Non-Schools	Anne Rycroft	Teacher representative	NASUWT	Aug-19	Jul-23
Non-Schools	Susan Ralph	Catholic Diocese	St Michaels & All Angels	Nov-18	Oct-22
Non-Schools	Greg Edwards	Church of England Diocese	The Priors	Sep-19	Aug-23
Non-Schools	Sue Higginson	16-19 Provider	Wirral Metropolitan College	Sep-17	Aug-21
Non-Schools	Nicky Prance	PVI Early Years Providers	Barnston Buddies	Jan-21	Dec-23
Non-Schools	Simon Davies	PVI Early Years Providers	Penguins Nurseries	Jan-21	Dec-23
Non-Schools	Ellie Longbone	PVI Early Years Providers	Stepping Stones	May-19	Apr-23



**WIRRAL SCHOOLS FORUM – 19<sup>th</sup> January 2021  
WORK PLAN**

<b>Meeting Date</b>	<b>11<sup>th</sup> May 2021</b>	<b>29<sup>th</sup> June 2021</b>	<b>September 2021</b>	<b>November 2021</b>	<b>January 2022</b>
			Elect chair & vice chair		
Budget	Schools Budget update 2020-21 Schools Budget provisional outturn 20-21 Update on School budgets/balances	Update on School Balances and Reserves School Budget Monitoring Schools Budget provisional outturn 20-21	Budget monitoring Q2 Update on School budgets/balances Growth & Falling Rolls Report if fund continues		Budget Monitoring Schools Budget 21-22 De-delegation of budgets Update on School budgets/balances Growth & Falling Rolls Fund
Consultation		2022-232 School Funding Arrangements if new info out	2022-23 National Funding Formula for Schools, High Needs and Early Years	National Funding Formula Update for 2022-23	
DfE Regs & guidelines	DfE Operational Guide if updated School Finance Regs Schools Forum Structure (identifies voting rights) Schools Forum Constitution		School Forum Membership	School Forum Membership Scheme for Financing Schools updates	Forum Membership
Working Groups	High Needs Review Early Years	High Needs Early Years	High Needs Early Years	School Formula High Needs	High Needs Early Years
Other	High Needs Funding arrangements  Behaviour Support School improvement	Traded Services Update LACES /LAC PP	Forum Membership  Home Tuition Update  Alternative Provision School Admissions	De-delegated services <ul style="list-style-type: none"> <li>• Contingency</li> <li>• Special Staff Costs</li> <li>• Library Service</li> <li>• Insurance</li> </ul> Edsential Update Alternative Provision	Wirral Traded Services Update Sensory Support Service Update ? Energy update Wirral

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