

Notice of Meeting

Schools Forum

Monday, 25th January, 2016 at 5.00 pm
in Shaw House Church Road Newbury
RG14 2DR

Date of despatch of Agenda: Monday, 18 January 2016

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Jo Reeves on (01635) 519486
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Agenda - Schools Forum to be held on Monday, 25 January 2016 (continued)

Forum Members:	Patricia Brims, Fadia Clarke, Paul Dick, Anthony Gallagher, Keith Harvey, Reverend Mary Harwood, Angela Hay, Jon Hewitt, Kate House, Peter Hudson, Stacey Hunter, Brian Jenkins, Sheilagh Peacock, Derek Peale, Chris Prosser, David Ramsden, Clive Rothwell, Graham Spellman, Bruce Steiner, Suzanne Taylor, John Tyzack, Keith Watts and Charlotte Wilson
Councillors:	Dominic Boeck and Mollie Lock
Officers:	Cathy Burnham, Ian Pearson, Joanna Reeves, Jane Seymour and Claire White

Agenda

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Agenda - Schools Forum to be held on Monday, 25 January 2016 (continued)

- 12 **Any Other Business**
- 13 **Date of the next meeting**
Monday 14 March 2016, 5pm at Shaw House

Andy Day
Head of Strategic Support

If you require this information in a different format or translation, please contact
Moira Fraser on telephone (01635) 519045.



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Note: These Minutes will remain DRAFT until approved at the next meeting of the Committee

SCHOOLS FORUM

**MINUTES OF THE MEETING HELD ON
MONDAY, 7 DECEMBER 2015**

Forum members Present: Katharine Andrews (Substitute) (In place of Sheilagh Peacock), Reverend Mark Bennet, Julia Bond (In place of Brian Jenkins), Patricia Brims, Angela Hay, Reverend Mary Harwood, Jon Hewitt, Peter Hudson, Stacey Hunter, Chris Prosser, David Ramsden, Clive Rothwell, Graham Spellman, Suzanne Taylor, John Tyzack and Keith Watts

Also Present: Avril Allenby (Early Years Service Manager), Ian Pearson (Deputy Corporate Director (Communities) & Head of Education Service), Claire White (Finance Manager (Schools)) and Annette Yellen (Accountant for Schools Funding and the DSG), Councillor Dominic Boeck (Executive Portfolio: Education), Jacquie Davies (Pupil Referral Units), Maria Legge (Strategic Support) and Jo Reeves (Policy Officer)

Apologies for inability to attend the meeting: Paul Dick, Kate House, Brian Jenkins, Councillor Mollie Lock, Sheilagh Peacock and Derek Peale

Forum members Absent: Fadia Clarke, Bruce Steiner and Charlotte Wilson

PART I

1 Minutes of previous meeting dated 28 September 2015

The minutes of the previous meeting dated 28 September 2015 were approved as a true and correct record and signed by the Chairman.

2 Actions arising from previous meetings

Actions 1,2,4,6 and 7 were either on the agenda for the meeting or had been completed and could therefore be removed from the list of actions arising from previous meetings.

Ian Pearson updated that regarding action 3, relating to re-election of members to the Schools Forum, the Chair of the Primary Heads Forum had been approached to elect representatives. It was noted that Angela Hay, Headteacher at the Winchcombe School, had joined the Schools Forum for the meeting and had put herself forward as a Primary School Representative.

Regarding action 5, Ian Pearson noted that at the Heads Funding Group meeting on 24 November 2015, a range of issues had been considered relating to spending in the High Needs Block. He had had a conversation with Cathy Burnham and agreed that the information should be provided in partnership with Stacey Hunter. Further discussions would take place with Stacey Hunter and it was anticipated that the information would be brought to the meeting of the Schools Forum on 25 January 2016.

3 Declarations of Interest

There were no declarations of interest received.

4 Membership

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The Forum noted the following information in respect of the membership of the Schools Forum and Heads Funding Group:

- Richard Blofeld had stepped down from his role on the Schools Forum and Heads Funding Group.
- Angela Hay had put herself forward as a Primary Representative to the Schools Forum and Heads Funding Group.
- There were still two vacancies for Primary Representatives.

5 Proposed Changes to the Scheme for Financing Schools

The Forum considered a report (Agenda Item 6) which proposed changes to the Scheme for Financing Schools, a statutory document which set out the financial relationship between the local authority and the schools it maintained. In order to make changes to the Scheme, all schools had to first be consulted, and having reviewed the consultation responses the members of the Schools' Forum representing maintained schools would be required to approve each change proposed.

The consultation went out to schools prior to 2nd November, and closed on 13th November. The consultation document was attached as Appendix A to the report and the full Scheme tracking the proposed changes was attached at Appendix B.

Apart from two statutory changes and minor corrections, there were six discretionary changes being proposed and which were consulted on.

The proposed changes were:

1. to formalise the current arrangement for imprest schools to submit a month nine forecast and bank report (as at 31st December) by mid January each year
2. to move the budget plan submission date to 1st May
3. to specify within the Scheme a requirement for schools to set a de-minimus level for capital spend
4. that the current scheme for the claw back of excess surplus balances should be removed and replaced by a light touch review by the Schools' Forum
5. that schools closing the year with an unplanned deficit carried forward to the following financial year, should for that year be required to submit the same additional information as schools setting a planned deficit budget
6. amendments to the current loan scheme

There were 40 responses to the consultation, from 27 (38%) schools; though not all respondents replied to all questions (some answered none at all). The report set out the questions asked in the consultation and the responses received. Schools' Forum was required to agree or otherwise on each of the main changes proposed.

On the subject of proposal 3, to set a de-minimus level for capital spend, Patricia Brims sought clarification that £2000 was to be the smallest amount to qualify for a spend of capital. Claire White answered that £2000 was a guideline and if a school's governing body felt a smaller amount was necessary they could argue their case if challenged as some very small schools would have a small amount of capital. Reverend Mark Bennet expressed the view that small schools required flexibility for capital spending and officers could consider in future that the de-minimus level should be 10% of the school's total capital. Claire White advised that the figures were a guideline and it was for the school's governing body to set the de-minimus level for capital spend.

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John Tyzack (Chair) invited the Maintained School Representatives to make a decision on the report. Patricia Brims proposed that the changes to the scheme for financing schools be approved as laid out in the report. The proposal was seconded by Clive Rothwell and agreed by the Maintained Schools Representatives.

RESOLVED that the Proposed Changes to the Scheme for Financing Schools be approved.

6 **Estimated Dedicated Schools Grant (DSG) Budget for 2016/17 - Overview**

David Ramsden entered the meeting at 5.24pm

The Forum considered a report (Agenda Item 7) to present an overview of the estimated Dedicated Schools Grant (DSG) budget for 2016/17.

In the Spending Review in November 2015, the government had suggested that schools would see a 'real term' increase in funding. Claire White explained that West Berkshire's number of pupils had increased and so the total allocation would increase however the funding rate per pupil would remain the same.

It was highly likely that there would be a significant shortfall in funding in 2016/17, due mainly to the following factors:

- A significant overspend in the 2015/16 high needs block which would need to be met from 2016/17's DSG.
- Carry forward of under spend from previous years in the high needs and early years blocks would have been used up in 2015/16.
- Pupil numbers and needs in the high needs block continued to rise without any increase in funding.

If the assumption was made that there would be no increase to the DSG, and taking an early estimate of the budget requirements for next year, the following table would summarise the funding position for 2016/17. A breakdown of the funding and budget, split between the three blocks was shown in Appendix A of the report, with a more detailed breakdown of expenditure by cost centre shown in Appendix B.

2016/17 Estimate	DSG Funding £'000	Budget Estimate £'000	Headroom/ (Shortfall) £'000
Schools Block	96,093	96,228	-135
Early Years Block	6,997	7,764	-767
High Needs Block	19,109	21,126	-2,017
Total	122,199	125,118	-2,919

Since the report was produced, some of the census data had been received which was needed for the calculations of the Schools Block. A draft calculation had demonstrated that £200k headroom might be available instead of a £135k shortfall.

Avril Allenby entered the meeting at 5.28pm

The funding could be confirmed, once the following had taken place:

- Actual funding settlement received from the DfE.

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- School census data received from the DfE and the school formula run.
- Officers would continue to work on obtaining their best forecasts for the current year spend and next year's estimates for all other budgets.

The school formula was set for 2016/17 but a decision would need to be taken on the funding rates at the January 2016 meeting of the Schools' Forum. It had been assumed that there would be enough funding in the schools block to maintain the current funding rates. If there was a "surplus" in this block, consideration would need to be given on whether this could be used towards the shortfall in the high needs block rather than increasing the funding rates. Consideration would also need to be given to *reducing* current funding rates in the school formula. For example, a reduction of £10,000 from the lump sum paid to every school would generate £760k funding for the high needs block, or for each £10 deducted from the per pupil rate funding would generate approximately £220k funding for the high needs block. The Heads Funding Group was opposed to this proposal.

The Early Years Block position was difficult to predict however there was an indication that it might be possible to balance this block if there was an underspend in 2015/16 which was carried forward. In the Spending Review it was proposed that there would be a national funding formula for Early Years that might be in place for 2017/18, although was likely to be introduced on a phased basis. This might be a positive development because West Berkshire received below average funding nationally in this block. The Early Years Steering Group would draw up their proposals for balancing this block, which might require a reduction in funding rates to providers.

Graham Spellman asked if the figures on schools budgets would be brought to the January 2016 meeting alongside the information on funding rates; Claire White confirmed that they would.

RESOLVED that the report be noted and an update be received at the next meeting.

7 Update on High Needs Place Funding 2016/17

The Forum considered a report (Agenda Item 8) which provided an update on the High Needs Place Funding for 2016/17. At the previous meeting, the Heads Funding Group had heard that place funding in 2015/16 was based initially on place funding allocated by the Education Funding Agency (EFA) in 2014/15. The local authority had attempted to make 'exceptional' requests for increases to the planned places at Brookfields, The Castle, Trinity ASD Resource, West Berkshire Training Consortium (WBTC) and Newbury College but all were refused apart from 4 planned places for the WBTC and Newbury College due to the stringent criteria. A formal challenge against this decision was unsuccessful; an experience shared by many other local authorities.

Since the last meeting, the EFA had notified Local Authorities that it would base 2016/17 financial year place funding on the place funding allocated for 2015/16. There would be no opportunity for Local Authorities to request additional planned places as there was the previous year. However, local authorities would have the flexibility to move planned place funding between institutions in line with any changing patterns of need and the regulations.

Local Authorities might request additional planned places for academies and Further Education Colleges, but if these were agreed, the funding would be taken from the Authority's DSG. Any places which needed to be funded over and above the current total of 609 would therefore represent a pressure on the High Needs Block (HNB).

There had been a shortfall in 2015/16 in planned place funding for Brookfields, The Castle, Trinity ASD Resource, Newbury College and Speenhamland PD Resource. However, there had been over provision of planned place funding at some other establishments, with

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the net shortfall being 7 places currently. Numbers at The Castle and Brookfields continued to rise and were likely to further exceed planned place numbers in 2016/17, which would be an additional pressure on the High Needs Block. It was anticipated that the Trinity ASD Resource would take two or three more children in September 2016. Newbury College numbers were likely to fluctuate and could increase.

As some institutions had more planned places than they required, a decision would need to be taken for 2016/17 as to whether some of the "surplus" planned places would be reallocated. However, this was likely to be difficult for small resourced units as they might then be unable to fund the required basic level of staffing to run the resource. Post 16 planned places could not be removed from schools' budgets.

A request has been made to the EFA for 5 planned places for the Trinity ASD Resource which opened in September. If agreed, this funding would be removed from the DSG. These places were already being funded and therefore this did not represent an additional funding pressure on the HNB. No other requests for changes to planned places at academies or FE Colleges had been made. Changes to planned places at maintained schools, either up or down, did not require approval of the EFA.

There was surplus post 16 planned place funding in five mainstream schools, but under EFA regulations this funding could not be removed from schools without agreement. There might, however, be opportunities to reduce top up funding to these schools to take in to account surplus place funding.

Four schools with resourced units had more planned places than High Needs students. These were: Kennet, Westwood Farm Infant, Westwood Farm Junior and Winchcombe.

Discussions with these Headteachers were being held and had not all yet been concluded. However, initial indications were that in most cases numbers would be higher in 2016-17 than they were currently and therefore there was likely to be limited scope to remove any planned place funding. An update would be given at the January 2016 meetings of the Heads' Funding Group and Schools Forum.

Any additional planned place funding allocated to special schools would therefore be an additional pressure on the HNB.

Peter Hudson entered the meeting at 5.44pm

David Ramsden assessed that balancing place funding would not redistribute a large sum of money. He further asked what decisions would need to be made and by whom. Ian Pearson advised that officers were negotiating with all schools to give back surplus funding.

Reverent Bennet noted that some schools would be subjected to small year-to-year fluctuations in their High Needs pupil numbers and the challenge would be to maintain a high quality and consistent provision.

David Ramsden advised that since the meeting of the Heads Funding Group he had considered the perceived surplus in funding received by Little Heath School and concluded that two pupils had signed up to courses and ultimately decided not to continue on the course so those pupils were now attending different institutions.

Ian Pearson summated that should officers' negotiations not be successful the Schools Forum might have to take a decision on whether to reduce the place funding of particular institutions. At this stage however, Schools Forum were invited to acknowledge the issues and note the progress.

RESOLVED that the report be noted.

8 High Needs Budget Proposals 2016/17

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The Forum considered a report (Agenda Item 9). Ian Pearson advised that the report title was not correct as it was not putting forward budget proposals for 2016/17 but set out the 2015/16 High Needs budgets, the forecast for the current year, and the latest estimates for 2016/17.

There was likely to be a significant shortfall in funding in the High Needs Block (HNB) in 2016/17 of approximately £2m, mainly due to the following factors:

- No increase in funding expected for this block (other than the full year neutral effect of changing from residency to location basis for place funding).
- The carry forward in funding from previous years which had supported the budget in the current year had been used up.
- There was likely to be an overspend in 2015/16 which would need to be funded from the 2016/17 HNB allocation.
- Continuing increase in numbers and level of support required for high needs pupils.

Table 1 summarised the position on the HNB. The current forecast for 2015/16 was a shortfall of circa £695,780 which would need to be funded in 2016/17. The estimates for 2016/17 were based on all services continuing and at current staffing levels/contract costs, and funding rates for top ups remaining the same for the current and/or known number and funding level of pupils.

TABLE 1	2015/16 Budget £	2015/16 Forecast £	2016/17 Estimate £
Place Funding	6,285,400	6,285,400	7,030,000
Top Up Funding	8,507,580	8,940,060	9,027,880
PRU Funding	2,201,000	2,401,000	2,401,000
Other Statutory Services	1,213,860	1,254,650	1,233,490
Non Statutory Services	858,570	868,570	1,031,730
Support Service Recharges	515,750	401,600	401,600
Total Expenditure	19,582,160	20,151,280	21,125,700
HNB DSG Allocation	19,100,550	19,100,550	19,795,150
HNB DSG C/F	344,950	344,950	-695,780
EY DSG Allocation	10,000	10,000	10,000
Total DSG Funding	19,455,500	19,455,500	19,109,370
Shortfall	-126,660	-695,780	-2,016,330

Place Funding

Table 2 on pages 82 and 83 of the agenda pack currently showed no increase to special school planned places, as there was no additional planned place funding to allocate unless there was surplus planned place funding in other institutions which could be reallocated. This information related to Agenda Item 8.

Top-Up Funding

Table 3 on page 84 showed the budget and forecast for 2015/16 – the forecast was a £432k overspend. The forecast for top up funding in 2015/16 was based on pupils receiving this funding in the Autumn term 2015/16 and assumes no change in numbers to the end of that financial year.

The main areas of pressure in the top up budgets were non West Berkshire special schools, West Berkshire maintained special schools and non West Berkshire resourced units.

Pupil Referral Units (PRUs) and Home Tuition

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David Ramsden stated that the pressure was primarily caused by non West Berkshire special schools; Ian Pearson corrected that top ups to Pupil Referral Units were also causing significant pressure.

David Ramsden commented that Table 4 on pages 84 and 85 was interesting; usually the budget for the next financial year was identical on the Month 7 forecasting. Claire White advised that the 2016/17 budget was based on the current numbers of pupils.

Ian Pearson commented that Schools Forum would need to evaluate whether a single top-up for PRUs would be appropriate. The top-up was causing a problem in one of the PRU services. The matter had been previously considered by the Schools Forum and they might need to consider making an in-year adjustment in January 2016 to be applied across February and March 2016.

Other Statutory Services

Table 7 detailed the changes made to statutory services budgets between 2014/15 and 2015/16 and the latest forecast. The main change between 2014/15 and 2015/16 was recognising therapy services needed to be funded by the HNB. The pressure in the current year was mainly due to hospital tuition placements.

Stacey Hunter noted that hospital tuition had no set budget in 2015/16 and enquired if it was known that the service needed to be paid for. Ian Pearson explained that the service had not previously been charged and the Local Authority had received an invoice from a third party. The matter was being investigated but it did appear that there was a statutory obligation to fund this service. At present, the legislation required that any child of statutory school age receive tuition between the dates of admission and discharge. West Berkshire Council were seeking to be informed of a child in hospital within two days of admission and further details to allow scrutiny of other factors as it was suspected that the council was being charged for more tuition than the child was receiving.

Ian Pearson outlined that the position relating to non-statutory services funded within the HNB were outlined in the report.

Peter Hudson expressed that it might be considered the Schools Forum set the budget too low for the HNB. Ian Pearson replied that at the beginning of the financial year assumptions had to be made regarding the number of pupils with High Needs and their respective levels of need. During 2015/16, there were more pupils than expected and the levels of need were greater. There had also been some unanticipated costs such as the hospital tuition. The Schools Forum had decided when setting the budget for 2015/16 not to move money between each of the three blocks in order to mitigate any overspend that might occur in the HNB. Most of the overspend had not been predicted. One lesson might be that more money was required to be allocated to the HNB in the 2016/17 budget but if the Schools Forum continued to take its current approach the situation would worsen. A higher percentage of statemented/EHC children were now placed in specialist settings.

Reverend Bennett asked if officers had compared the position of West Berkshire with other Local Authorities. If the problem in the HNB persisted, a structural solution would need to be found. Reverend Bennett asked if other Local Authorities could be approached for a joint provision of some services in order to achieve economies of scale.

Ian Pearson responded that the ability to address the overspend in part was determined by the available resources in the local area. For example, a significant cost was incurred by non west Berkshire school places for pupils with behavioural difficulties and severe autism spectrum disorder (ASD) because there was no appropriate provision within the local authority area. Some local authorities do have local provision and the action to be taken to address this would depend on the pattern of provision. Seven years ago there was no in-authority ASD resource and it was a low incidence- high cost issue so places

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outside the area would be bought. However, two ASD resources at Theale Primary and Theale Secondary Schools enabled pupils with ASD to be educated at a lower cost than previously. Strategically, the next step would be to create two new ASD resources in the west of West Berkshire. One is already open at Trinity School. It could also be considered that current resources such as the Castle School could be expanded and might be offered additional funding to provide more places but at an overall lower cost than the cost of placements at non West Berkshire special schools.

Ian Pearson further added that the local authority did benchmark spending against comparator local authorities; this information would be discussed later on the agenda. The data which had been collected demonstrated that all Local Authorities were overspending on their HNB which would indicate that nationally the funding system was flawed. In the longer term, investment in services would be required to help them grow.

Taking the example of Westwood Farm, Ian Pearson went on to add that previously, places had been 'sold' to Reading to raise income for the authority, however this was no longer enough to make the provision viable. There would be a need to look beyond West Berkshire's border for opportunities to improve service provision and the situation was not unique to West Berkshire.

Non-Statutory Services

Returning to the report, Ian Pearson reminded the members of the Forum that £202k savings were agreed by the Schools' Forum in 2014/15 and the forecast was that in the majority of cases these budgets should be on-line.

Regarding Language and Literacy Centres, the Schools Forum had been presented with the option to close one or both of the Centres in order to alleviate pressure on the HNB but this did not find favour.

The Specialist Inclusion Support Service budget was reduced by £36k in 2015/16 with the special schools providing the service absorbing the cost.

The Cognition and Learning Team had received a reduction in its 2015/16 budget and was now charging schools for some of its services to generate income.

The Pre School Teacher Counselling Service (PSTCS) was funded by the central education budget rather than the DSG. West Berkshire Council, in setting its revenue budget for 2016/17, was consulting on proposals to reduce spending on the PSTCS.

The Heads Funding Group had acknowledged that they would like the Learning Independence for Travel (LIFT) service to be retained, however did not feel that the service could be funded from the HNB given its current position. David Ramsden agreed that money from the HNB should not be spent on additional services when savings were needed.

Ian Pearson advised that further work on the above would be carried out before the January 2016 meeting.

Peter Hudson opined that he hoped the Schools Forum would reflect on the issues and consider what lessons they had learnt from 2015/16 for setting the budget in future financial years.

Ian Pearson commented that if the Schools Forum knew then what they know now, some different decisions might have been made but there would have been different implications. For example, Early Years Providers had been clear that without the maintenance of the funding rates, some providers might have gone out of business.

Keith Watts left at 6.24pm

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Suzanne Taylor expressed the view that if services continued to be provided in the same way they would only become more expensive and West Berkshire should consider combined contracts with other Local Authorities to deliver its services. She noted that other authorities delivered services such as the PSTCS in other ways.

David Ramsden agreed that all Forum members would consider their areas to be the most important priority for funding, however a strategic review was required.

Julia Bond agreed there was a need to deliver services in different ways and thanked Ian Pearson for his useful explanation of the issues outlined in the report.

Peter Hudson asked if mitigation plans could be written which would be enacted should a budget reach a particular level and be forecasted to overspend.

Ian Pearson responded that the biggest problem was that the demand on the budget was need-led. Some of the services provided in West Berkshire were attractive to parents in other local authority areas and they had been moving into the area to access them, which increased pressure on the services. Officers had sought to reconfigure provision to be delivered more economically.

David Ramsden voiced his dissatisfaction that the Schools Forum would need to make a decision on the Schools Block budget in January 2016 because they might regret some of the choices made; Claire White explained that this was due to a deadline set by the Department for Education. Ian Pearson reminded the Forum that it could choose not to allocate any anticipated surplus so as to potentially support the pressures in the HNB.

Julia Bond summated that a £2m overspend was not sustainable and there needed to be a process to resolve it.

Ian Pearson concluded that between this meeting and the meetings of the Heads Funding Group and Schools Forum in January 2016 there would be a series of discussions between Headteachers and officers to consider what savings could be made in services and what services could be delivered in a different way.

John Tyzack thanked Ian Pearson for explaining the report in a detailed manner.

RESOLVED that the report be noted.

9 Early Years Block Budget Update

The Forum considered a report (Agenda Item 10) which provided an update on the position of the Early Years Block Budget (EYBB) for 2015/16 and the forecast for 2016/17.

In setting the 2015/16 EYBB, it was assumed that the in year growth in numbers experienced in the previous few years would be repeated, and so the same percentage increase was included in the estimate. On this basis there was a shortfall in 3 and 4 year old funding, but the under spend in 2014/15 (mainly from 2 year old funding) was carried forward to support this budget without the need to adjust downwards the funding rates paid to providers. It was recognised that this would be a solution for one year only.

The Autumn payments had been made to Early Years Providers and officers were forecasting the same Autumn to Spring increase in pupil numbers as 2014/15. At this stage there was no indication what the actual increase would be and it might be greater than in 2014/15. Typically, the lowest uptake was in the Autumn term and it would increase to the highest number in the Summer term. Based on this calculation there would be an underspend in 2015/16.

Because the Dedicated Schools Grant (DSG) funding for 2, 3, & 4 year olds was based 5/12 on the January 2015 census and 7/12 on the January 2016 census, based on the predicted number of

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children in January 2016 West Berkshire's DSG funding would significantly reduce to reflect the lower numbers and payment to providers.

In the November 2015 Spending Review, the Government had stated that it would increase the "average" funding rate paid to providers for the free entitlement alongside the increase to 30 hours provision for 3 & 4 year olds from working families. This would take place in 2017/18. The average rate quoted was slightly higher than West Berkshire's current rate: £4.36 for 3 and 4 year olds excluding the Pupil Premium Grant (PPG) element, compared to the current rate received of £4.12, and £5.39 for 2 year olds compared to the current rate of £5.36.

Avril Allenby commented that the Department for Education had provided conflicting information regarding whether they would clawback any unspent PPG, which had had a low uptake nationally and locally.

Claire White continued that the overall position indicated an under spend of over £400k in 2015/16 but these figures ought to be treated with caution as it was impossible to predict the actual additional numbers of children who would be accessing early years provision in the Spring term and what the DSG funding would be. A clearer picture would be obtained following the January 2016 census when officers would consult with the Steering Group on its proposals for setting a balanced early years block 2016/17 budget, and present these proposals to the Schools' Forum for decision in March 2016.

Julia Bond commented that at St Gabriel's, calculations had already been undertaken which suggested there would be a 44% increase in pupil numbers between Autumn 2015 and January 2016 and would support officers' hesitation to forecast an underspend. She further pointed out that 2016/17 would have 39 weeks of payments, as opposed to 37 weeks in 2015/16 and each week cost approximately £200k.

RESOLVED that the report be noted.

10 Update on Schools in Financial Difficulty

The Forum discussed a report (Agenda Item 11) to provide an update on the maintained schools that had set a deficit budget for 2015/16. The details were as follows:

	Actual Opening balance 01.04.15	Budgeted Closing Deficit 31.03.16
John O'Gaunt Secondary	-605,233	-967,030
Long Lane Primary	19,537	-15,660
Kintbury Primary	26,913	-3,010
Purley	9,039	-24,060

John O'Gaunt School was reviewing options to significantly change the way it was structured and managed in order to reduce the deficit and be able to balance its budget in year, whilst at the same time improving performance. The school's financial position continued to be monitored by the Corporate Director for Communities, Head of Finance, and key Members of the Council.

Long Lane Primary School's deficit recovery plan showed the school returning to a balanced budget again in 2016/17.

Kintbury Primary School was expected to achieve a balanced budget by the end of 2015/16.

Purley School was anticipated to return to a balanced budget in 2019/20 but had not supplied additional information to the Finance team. .

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Out of the 29 schools showing a deficit in 2016/17 when submitting their three year plan in Summer 2015, four primary schools still expected to set a deficit budget in 2016/17 and four primary schools were unclear whether or not they will set a deficit in 2016/17 (this excluded the schools already in deficit and the PRUs and special schools). Of these schools, none had requested support from the Finance team; however two schools (not referred to above) had made contact.

Peter Hudson noted that the deficit budget at Long Lane Primary School was caused by a reduction in pupil numbers and asked if there was a fund which could be utilised to assist the school. Claire White advised that there was a Falling Rolls fund, however it was designed to assist a school with a temporary reduction in pupils numbers but Long Lane was not eligible to access that funding because it was part of a longer term plan to downsize the school.

David Ramsden noted that Purley School was upsizing from an infant school to a primary school and noted that they had not been forthcoming with additional information. He asked what action could be taken. Claire White suggested that she could draft a letter to the school to be signed by the Chair of the Schools Forum. John Tyzack (Chair) agreed that would be appropriate action.

RESOLVED that the report be noted and a letter be sent by the Chair on behalf of the Schools Forum to Purley School requesting additional information on its budget position.

(Post meeting note:

A letter was sent to Purley School, the following response was received on 9 January 2016:

Purley has grown from 78 pupils in 2014/2015 to 100 pupils in 2015/2016. The school has also had to absorb the growth from infant to primary from 2013/2014. The intakes have not met the costs of supplying an extra teacher per class. We also have a high intake of SEN children also contributing to the financial strain. Redundancies are being considered and may take place in 2016/2017 which should enable the school to recover by 2019/2020. Currently, the school is forecasting a slightly better financial year end position than predicted in 2014/2015, and will continue to spend and monitor funds carefully.

End of post meeting note.)

11 Schools Funding Benchmarking Tables 2015/16

The Forum considered a report (Agenda Item 12) to present the Department for Education (DfE) benchmarking information on school funding, based on 2015/16 Section 251 budget submissions.

The appendices to the report provided the key funding data for West Berkshire Council (WBC) compared to its statistical neighbours and to all other unitary authorities.

Compared to WBC's statistical neighbours, West Berkshire was still funding schools well above the median – though dropped to third highest (Appendix B), and this was also reflected in the unit of funding received – being the second highest (Appendix A).

WBC's schools block unit of funding received (£4,368) was below average compared to unitary authorities (Appendix E), and individual school budgets (ISB) were also below the average at £4,201 (Appendix F). Due to the additional £390m distributed to the lowest funded local authorities in 2015/16, the national average unit of funding had increased to £4,612, with the highest funded authority being Tower Hamlets at £7,007 per pupil, and the lowest Wokingham at £4,151 per pupil. The highest ISB is £6,842, which was Tower

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Hamlets. The lowest is £3,000 at Middlesborough. Wokingham, although the lowest funded was £4,150.

There were wide variations in spending on high needs budgets per pupil, even when comparing WBC's statistical neighbours (Appendix C). WBC's high needs budget was higher than the average for unitary authorities (Appendix G) with spending of £318 per pupil, compared to local authorities such as Portsmouth at £158 (the lowest) and Hampshire at £176. However, this year there were more local authorities spending more than West Berkshire compared to last year. Nationally, the highest spending on high needs was Tower Hamlets at £566.

(Post meeting note, it was agreed that the following information be included in the minutes:

Benchmarking Data 2015/16 - Breakdown of High Needs Block			
Amount spent per pupil - Pupil divisor is based on total population aged between 0 - 19			
	WBC	Hampshire	National Average
Top up funding - maintained providers	138	84	129
Top up funding - Academies & Free Schools	16	27	38
Top up funding - Independent Providers	89	43	70
Additional Targeted Funding (for schools with disproportionate number of high needs pupils)	1	0	4
SEN support services	50	14	35
Hospital Education	0	1	3
Other alternative provision	11	0	10
Support for Inclusion	13	7	12
Total	318	176	301

It must be noted that the divisor is total population rather than number of pupils with additional needs, so therefore should not be taken as a comparator of actual cost of provision per child receiving it. Hampshire might have a lower proportion of children with high needs

End of post-meeting note)

WBC's total schools budget at £4,734 per pupil was close to average when compared to statistical neighbours (Appendix D), but below average when compared to unitary authorities (Appendix H). The national average is £4,943 and highest is £8,132 at Tower Hamlets.

When comparing individual school budgets with GCSE results (Appendix I), West Berkshire still fell in the top quartile (below average cost, above average results) compared to the average for all unitary authorities. Although Tower Hamlet's ISB was

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63% more than for West Berkshire schools, their results for 5 GCSEs grade A* to C including English and Maths was only slightly better at 63.4% compared to 61.8%.

Patricia Brims enquired whether Pupil Premium Grants were reflected in the benchmarking information; Claire White confirmed it was not.

RESOLVED that the report be noted.

12 DSG Monitoring 2015/16 Month 7

The Forum considered a report (Agenda Item 13) which presented the Dedicated Schools Grant (DSG) monitoring information for month 7 on 2015/16. At the end of October 2015 the total DSG overspend position forecast for year end was £681k, compared to the month 5 forecast of £273k overspend, all in the high needs block, as shown in Figure 1 below:

Figure 1: Financial Position as at Month 7 (October 2015).

	Total Current Budget £m	Actual Forecast Month 7 £m	Spend Month 7 Forecast Outturn Variance £m
Schools Block (inc ISB)	65,464,140	65,461,440	-2,700
Early Years Block	7,629,750	7,629,750	0
High Needs Block	16,141,010	16,824,280	682,270
Total Net Expenditure	89,234,900	89,507,780	680,570
Support Service Recharges	720,890	720,890	0
Total Expenditure	89,955,790	90,228,670	680,570
DSG Grant	-89,955,790	-89,955,790	0
Net Position	0	680,570	680,570

The Schools Block was expected to be largely on-line. Any under spends in the growth fund contingency budget and primary schools in financial difficulty budget would be ring fenced and carried forward to 2016/17 and would not impact on the overall position of the DSG. There might be a small overspend on the delegated primary and secondary budgets due to rating revaluations. Admissions was showing a small under spend.

A detailed assessment of the forecast for the Early Years block budgets was being undertaken and will be complete once all the Autumn payments have been made to providers and a projection can be made for Spring payments. The current indication was that there would be an under spend in this block.

The High Needs Block was currently forecasting an overspend of £682k, the bulk of which was in relation to new placements in non West Berkshire Special schools, mainly Thames Valley Free School, and top ups at the PRUs. Other pressures included additional placements over and above allocated place numbers in West Berkshire's own special schools, and payments to private hospital tuition providers.

RESOLVED that the report be noted.

13 Forward Plan

The forward plan for January 2016 to March 2016 was noted.

It was noted that the March meeting of the Schools Forum would be held on 14 March 2016 and the Head Funding Group had been moved to 1 March 2016.

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14 Any Other Business

Peter Hudson raised that West Berkshire Council was currently undertaking a public consultation in relation to budget proposals for the 2016/17 revenue budget. He advised that some of the proposals related to education and he was particularly concerned about the proposals around Home to School Transport. He urged fellow Schools Forum members to respond to the public consultation which would close on Monday 14 December 2015.

15 Date of the next meeting

The next meeting of the Schools Forum would be held on Monday 25 January 2016, 5pm at Shaw House.

16 Exclusion of the press and public

RESOLVED that members of the press and public be excluded from the meeting for the under-mentioned item of business on the grounds that it involves the likely disclosure of exempt information as contained in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the [Local Government \(Access to Information\)\(Variation\) Order 2006](#). [Rule 8.10.4 of the Constitution also refers](#).

17 Minutes from the Part II section of the previous meeting held on 28 September 2015

The minutes from the Part II section of the meeting held on 28 September 2015 were approved as a true and correct record and signed by the Chair.

(The meeting commenced at 5.04 pm and closed at 7.01 pm)

CHAIRMAN

Date of Signature

Agenda Item 3

ACTIONS ARISING FROM PREVIOUS SCHOOLS' FORUM MEETINGS 2015/16

Shaded rows are completed actions.

Ref No.	Date – Item No.	Action	Officer	Comment / Update
1.	13/07/15 - 6	The five members coming to end of their term to make arrangement for their re-election or replacement Primary Heads to elect representatives to the Schools Forum	P. Dick for Academies I Pearson for Primary S. Hunter for PRU M. Harwood for Cof E Diocese	P. Dick, M. Harwood and S. Hunter were re-elected. 7/12/15 – I. Pearson has raised the issue with the Chair of Primary Heads Forum. Angela Hay had come forward as a rep. Further reps TBC. 15/12/15 Keith Harvey (St Nicolas Junior School) and Antony Gallagher (Burghfield St Mary's Primary School) had volunteered to fill the two vacancies.
2.	13/07/15 - 14	Home Tuition report – further data requested on cost per hour of provision	C. Burnham/ S. Hunter	7/12/15 – I. Pearson and C. Burnham discussed that a joint report with S. Hunter would be required and return to SF in January 2016 A report will be presented to the Schools Forum at its meeting on 14 March 2016.
3.	07/12/15 - 11	Send a letter on behalf of the Schools Forum to Purley School regarding an Update on Schools in Financial Difficulty	C. White/ J.Reeves/ J. Tyzack	A letter was sent to Purley School and the response has been recorded in the minutes of the meeting on 7 December 2015.

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Dedicated Schools Grant Monitoring Report 2015/16 – Month 9

Report being considered by: Schools Forum
On: 25/01/2016
Report Author: Claire White, Ian Pearson
Item for: Discussion **By:** All Forum Members

1. Purpose of the Report

1.1 This report sets out the current financial position of the services funded by the Dedicated Schools Grant (DSG), highlighting any under or over spends.

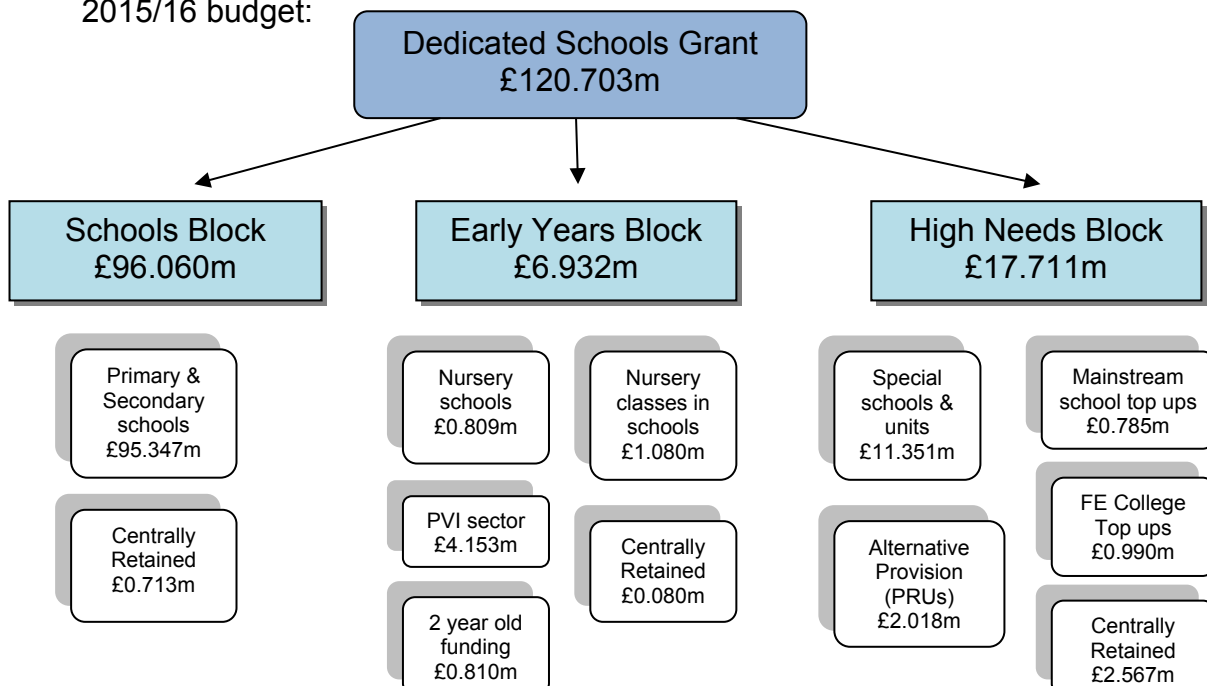
2. Recommendation(s)

2.1 To note the report and the impact that the over spend on the High Needs Block will have on the 2016/17 budget.

Will the recommendation require the matter to be referred to the Council or the Executive for final determination?	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
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3. Background

- 3.1 The Dedicated Schools Grant (DSG) is a ring fenced specific grant and can only be spent on school/pupil activity.
- 3.2 The grant is split into three funding blocks. Although separate allocations are received for each, the blocks themselves are not ring fenced.
- 3.3 The following diagram shows what is funded out of each of the three blocks in the 2015/16 budget:



Notes:

1. The main centrally retained services are:
 Schools Block – licences for all schools, growth fund for schools, school admissions service
 Early Years Block – quality monitoring & compliance, eligibility checking, sufficiency & sustainability planning, early years IT system
 High Needs Block – ASD advisory support, Home Tuition, Engaging Potential, therapy services, sensory impairment support, inclusion support, applied behaviour support, vulnerable children support, early intervention
2. The figures include funding to Academies and post 16 high needs place funding which form part of our allocation but are paid direct by the EFA, and exclude carry forward of one off funding from the previous year
- 3.4 Overspends, unless funded from outside the DSG, are carried forward and top sliced from the following year’s DSG allocation. Under spends must be carried forward to support the school’s budget in future years.
- 3.5 The Authority and Schools’ Forum are responsible for ensuring that the DSG is deployed correctly, and monitoring of spend against the grant needs to take place regularly to enable decision making on overspends/underspends and to inform future year budget requirements.

4. Monitoring Position as at Month 9 (31 December 2015)

- 4.1 At the end of December 2015 the total DSG overspend position forecast for year end is £495k, compared to the month 7 forecast of £680k overspend, all in the high needs block, as shown in Table 1 below:

Table 1 Financial Position as at Month 9	Total Current Budget £	Forecast Year End @ Month 9 £	Outturn Variance Month 9 £	Outturn Variance Month 7 £
Schools Block (inc ISB)	65,464,140	65,461,440	-2,700	-2,700
Early Years Block	7,629,750	7,629,750	0	0
High Needs Block	16,141,010	16,639,240	498,230	683,270
Total Net Expenditure	89,234,900	89,730,430	495,530	680,570
Support Service Recharges	720,890	720,890	0	0
Total Expenditure	89,955,790	90,451,320	495,530	680,570
DSG Grant	-89,955,790	-89,955,790	0	0
Net Position	0	495,530	495,530	680,570

A further analysis per cost centre is shown in Appendix A.

- 4.2 The Schools Block is expected to be largely on-line. Any under spends in the growth and falling rolls fund (contingency) budget, primary schools in financial difficulty budget, and other de-delegated services will be ring fenced and carried forward to 2016/17 and will not impact on the overall position of the DSG. There may be a small overspend on the delegated primary and secondary budgets due to rating revaluations. The Admissions budget is showing a small under spend.
- 4.3 Although Table 1 is showing no variance on the early years block, there is likely to be an under spend as the actual number of hours of provision being funded has not seen a significant increase in year as expected. Due to the volatile nature of both early years block funding and payments to providers, forecasts can only be based on current trends. Once the January 2016 census data is available to determine the actual funding we will receive in year, and spring term payments have been made for actual hours of provision, the forecast for this block will be able to be accurately assessed. It is anticipated that there will be a large under spend in order to support the early years budget for 2016/17, otherwise the rates paid to providers will need to be reduced.
- 4.4 The High Needs Block is currently forecasting an overspend of £498k, most of which is due to new placements in non West Berkshire Special schools, mainly Thames Valley Free School, and top ups at the PRUs. Other pressures include additional placements over and above allocated place numbers in our own special schools, and payments to private hospital tuition providers, but these are offset by under spends in top ups for non maintained special schools and further education colleges. The forecast has gone down compared to month 7, and represents the position as at the end of the Autumn term. Less movement in placements tend to take place in the Spring term.
- 4.5 In addition to the £498k overspend on the high needs expenditure budget, the budget for this block was set £127k over the actual grant available. This means that £625k will need to be met from the 2016/17 allocation of DSG.

5. Conclusion

- 5.1 The current expenditure budget for the High Needs Block is not sustainable and significant savings will need to be found from 2016/17 in order to meet the current year over spend and to balance the budget in year moving forward.

6. Appendices

Appendix A – DSG 2015-16 Budget Monitoring Report Month 9

Dedicated School's Grant (DSG) 2015-16 Budget Monitoring Month 9								
Budget manager	Cost Centre	Description	Original Budget	Net Virements in year	Amended Budget	Forecast	Variance	Comments
Ian Pearson	90019	DSG Servicing of Schools' Forum	36,840		36,840	36,840	0	
Ian Pearson	90020	Primary Schools	47,457,760		47,457,760	47,457,760	0	
Ian Pearson	90025	Secondary Schools	16,650,490		16,650,490	16,650,490	0	
Maxine Slade	90035	LAC Pupil Premium	0		0	0	0	
Ian Pearson	90038	Pupil Premium -	0		0	0	0	
Ian Pearson	90112	Special Costs Primary	29,080		29,080	29,080	0	
Ian Pearson	90117	Special Costs Secondary	14,000		14,000	14,000	0	
Ian Pearson	90230	Schools in Financial Difficulty	115,110	118,850	233,960	233,960	0	
Ian Pearson	90235	School Delegated Contingency	290,000	32,160	322,160	322,160	0	
Ian Pearson	90236	Managed Moves/Exclusions Contingency	0		0	0	0	
Maxine Slade	90255	Virtual School Service	222,010		222,010	222,010	0	
Cathy Burnham	90349	Behaviour Support - DSG	192,540		192,540	192,540	0	
Caroline Corcoran	90583	CLA/MFA Licences	122,410		122,410	122,410	0	
Caroline Corcoran	90743	Admissions	182,890		182,890	180,190	-2,700	
Schools Block Total			65,313,130	151,010	65,464,140	65,461,440	-2,700	
Ian Pearson	90010	Nursery Schools	808,730		808,730	808,730	0	
Avril Allenby	90017	Early Years Support Team	47,680		47,680	47,680	0	
Avril Allenby	90018	Expenditure on 2 year olds	810,000		810,000	810,000	0	
Avril Allenby	90036	Early Years Funding for PVI	4,726,470	-52,820	4,673,650	4,673,650	0	
Ian Pearson	90037	Early Yrs Funding Maintained Sector	1,080,100		1,080,100	1,080,100	0	
Avril Allenby	90051	Early Years Funding - Contingency	0		0	0	0	
Avril Allenby	90052	Early Years PPG & Deprivation Funding	209,590		209,590	209,590	0	
Early Years Block Total			7,682,570	-52,820	7,629,750	7,629,750	0	
Nicola Ponton	90026	Academy Schools RU Top Ups	419,730		419,730	378,730	-41,000	Based on current demand
Nicola Ponton	90539	Special Schools - Top Up Funding	2,730,940		2,730,940	2,766,940	36,000	Based on current demand
Nicola Ponton	90548	Non WBC Special Schools - Top Up Funding	735,240		735,240	1,085,240	350,000	Based on current demand
Nicola Ponton	90575	Non LEA Special School (OofA)	905,320		905,320	855,320	-50,000	Based on current demand
Nicola Ponton	90579	Independent Special School Place & Top Up	1,583,850		1,583,850	1,565,720	-18,130	Based on current demand
Nicola Ponton	90580	Further Education Colleges Top Up	990,040		990,040	950,040	-40,000	Achieved through negotiations with Colleges by the SEN Team
Nicola Ponton	90617	Resourced Units top up Funding maintained	329,230		329,230	339,230	10,000	Based on current demand
Nicola Ponton	90618	Non WBC Resourced Units - Top Up Funding	27,860		27,860	44,240	16,380	Based on current demand including new placements
Nicola Ponton	90621	Mainstream - Top Up Funding maintained	509,980	-50,000	459,980	469,980	10,000	Based on current demand
Nicola Ponton	90622	Mainstream - Top Up Funding Academies	213,240		213,240	183,240	-30,000	Based on current demand
Nicola Ponton	90624	Non WBC Mainstream - Top Up Funding	62,150		62,150	66,650	4,500	Based on current demand
Cathy Burnham	90625	Pupil Referral Units - Top Up Funding	1,061,000		1,061,000	1,261,000	200,000	Estimated from Summer & Autumn Terms Actuals
Nicola Ponton	90627	Disproportionate No: of HN Pupils NEW	0	50,000	50,000	70,000	20,000	Based on current demand
Jane Seymour	90237	Special Needs Delegated Contingency	0		0	0	0	
High Needs Block: Top Up Funding Total			9,568,580	0	9,568,580	10,036,330	467,750	
Cathy Burnham	90320	Pupil Referral Units	840,000		840,000	840,000	0	
Ian Pearson	90540	Special Schools	2,860,000		2,860,000	2,860,000	0	
Nicola Ponton	90584	Resourced Units - Place Funding (70)	500,000		500,000	500,000	0	
High Needs Block: Place Funding Total			4,200,000	0	4,200,000	4,200,000	0	
Rhian Ireland	90238	Sen Pre School Childrn	50,210		50,210	60,210	10,000	High number of complex children attending for more hours
Nicola Ponton	90240	Applied Behaviour Analysis	110,730		110,730	90,730	-20,000	Based on current demand
Rhian Ireland	90280	Specil Needs Spprt Team	261,950		261,950	258,950	-3,000	Supplies and Services underspend to support other pressures
Jane Seymour	90290	Sensory Impairment	227,440		227,440	244,060	16,620	Current demand for visits from RBWM Sensory Consortium Service
Jane Seymour	90295	Therapy Services	315,430		315,430	324,430	9,000	Additional support for some children at Castle School.
Cathy Burnham	90315	Home Tuition	300,000		300,000	300,000	0	
Rhian Ireland	90555	LAL Funding	134,600		134,600	134,600	0	
Nicola Ponton	90565	Equipment For SEN Pupils	20,000		20,000	25,000	5,000	Based on need to date
Jane Seymour	90577	SEN Commissioned Provision	540,260		540,260	540,260	0	
Cathy Burnham	90582	PRU Outreach	117,000		117,000	117,000	0	
Jane Seymour	90585	HN Outreach Special Schools	70,000		70,000	70,000	0	
Nicola Ponton	90610	Hospital Tuition	0		0	19,360	19,360	Based on current demand
Rhian Ireland	90830	ASD Teachers	127,940	7,550	135,490	133,490	-2,000	Employees underspend
Rhian Ireland	90957	Early Intervention	7,550	-7,550	0	0	0	
Cathy Burnham	90961	Vulnerable Children	60,000		60,000	60,000	0	
Rhian Ireland	90965	SEN Inclusion Programme	29,320		29,320	24,820	-4,500	Supplies and Services underspend to support other pressures
High Needs Block: Non Top Up or Place Funding			2,372,430	0	2,372,430	2,402,910	30,480	
High Needs Block Total			16,141,010	0	16,141,010	16,639,240	498,230	
Total Expenditure across funding bocks			89,136,710	98,190	89,234,900	89,730,430	495,530	
SUPPORT SERVICE RECHARGES			720,890		720,890	720,890	0	
TOTAL DSG EXPENDITURE			89,857,600	98,190	89,955,790	90,451,320	495,530	
Ian Pearson	90030	DSG Grant Account	-89,857,600	-98,190	-89,955,790	-90,451,320	-495,530	
NET DSG EXPENDITURE			0	0	0	0	0	

Overview of DSG Funding and Draft Budget 2016/17

Report being considered by: Schools Forum
On: 25/01/2016
Report Author: Claire White
Item for: Discussion **By:** All Forum Members

1. Purpose of the Report

1.1 Following the Government’s announcement on school funding in December 2015, this report provides an overview of the total current budget position. Other reports on this agenda go into further detail on individual funding blocks.

2. Recommendation(s)

2.1 To take note of the overall position as outlined in this report when considering options presented in the more detailed reports.

<b style="color: #008080;">Will the recommendation require the matter to be referred to the Council or the Executive for final determination?	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
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3. Introduction

1.1 The Department for Education (DfE) announced the school funding Dedicated Schools Grant (DSG) settlement for 2016/17 on 17th December 2015. DSG funding is split into 3 funding blocks – schools, early years and high needs, each calculated in a different way. As expected, there are no increases to the funding rates for the schools block and early years block, but there has been a small increase to the high needs block allocation.

1.2 Table 1 summarises the overall funding and budget position for 2016/17. A breakdown of the funding calculation split between the three blocks is shown in Appendix A and a reconciliation to the actual allocation as notified by the DfE on 17th December is shown in Appendix B. A detailed breakdown of expenditure by service cost centre shown in Appendix C.

TABLE 1

2016/17 Estimate	DSG Funding £'000	Budget Estimate £'000	Headroom/ (Shortfall) £'000
Schools Block	96,718	96,112	606
Early Years Block	6,708	6,824	-116
High Needs Block	19,464	21,379	-1,915
Total	122,890	124,315	-1,425

4. Schools Block

- 4.1 Although the DSG funding rate for the schools block has not increased, the overall number of pupils has gone up, with a corresponding grant increase of £626k. The increase in pupil numbers is in the primary sector, with numbers in the secondary sector showing a decrease. This has resulted in headroom of approximately £213k in per pupil funding, due to the fact that the primary funding allocation (AWPU) is lower than secondary – so less of the funding received (at £4,368 per pupil) is required in the primary allocation of the funding (at £2,937 per pupil).
- 4.2 The remaining headroom of £393k has arisen due to a reduction in the number of pupils meeting the prior attainment and deprivation criteria. If the funding rates for these factors are to remain the same, less funding is required, though this results in many schools receiving less funding than they currently do for these factors.
- 4.3 Later items on this agenda will consider the options for the use of the headroom in this funding block.
- 4.4 The figures assume there will be no carry forward of funding in this block from 2015/16.

5. Early Years Block

- 5.1 Early years funding for 2016/17 will be based 5/12 on the January 2016 census and 7/12 on the January 2017 census.
- 5.2 The figures in Table 1 are as presented in the early years report at the last meeting of the Schools' Forum, and based on assumptions on the current trends in take up of provision. At this stage there is no better information. This will become available once the January 2016 census data is released in February, and will be reported in the next cycle of meetings.
- 5.3 The figures assume there will be a net carry forward from 2015/16 of £450k.

6. High Needs Block

- 6.1 The significant shortfall in funding in the high needs block for 2016/17 (£1.9m), is due mainly to the following factors:
- A significant over spend in the current year high needs block which will need to be met from next year's DSG.
 - Carry forward of under spend from previous years in the high needs block have been used up in the current year.
 - Pupil numbers and needs in the high needs block continue to rise without a corresponding increase in funding.
 - Only a minor increase to our funding allocation to go towards increasing numbers and demands.
- 6.2 The Government has allocated a small increase to this block of funding of £284k. Since the last report, current year and next year forecasts have been revised using the latest information on placements, but even with the additional funding the position has not significantly moved.
- 6.3 Another report on this agenda considers options for balancing the high needs block.

7. Conclusion

- 7.1 Whatever options are pursued in order to balance the DSG budget for 2016/17, it will have a significant impact on all schools. This is alongside funding allocations that have not increased now for several years, making it harder for schools to balance their own individual budgets.

8. Appendices

Appendix A – Estimated DSG Funding 2016/17

Appendix B – DSG Reconciliation between DfE notification and WBC Budget

Appendix C - Draft DSG Budget 2016/17

9. Heads Funding Group Recommendation

- 9.1 That the information contained within this report be noted.

Estimated DSG Funding 2016/17 as at 4th JANUARY 2016		
	Final 2015/16	Estimate 2016/17
	Oct 2014 census	Oct 2015 census
3 SCHOOLS BLOCK (final)		
4 Pupil Numbers		
5 School Census - Mainstream	22,062.0	22,226.0
6 AP census January 2015		2.0
7 Add: Reception Uplift	49.0	26.0
8 Less: Pupils/Places in Resource Units	-119.0	-119.0
9 Total Pupil numbers	21,992.0	22,135.0
10		
11 DSG Guaranteed Unit of Funding	£4,367.93	£4,368.03
12 DSG based on pupil numbers	£96,059,517	£96,686,344
13		
14 Plus: Adjustment for NQT	£33,115	£32,000
15		
16 ADD Carry Forward from Previous Year	£148,491	£0
17		
18 Total Schools Block including Academies	96,241,123	96,718,344
19		
20 EARLY YEARS BLOCK (Provisional)	Jan 2015 census	Jan 2015 census
21 Three & Four Year Old Funding		
22 School Census - Mainstream	422.0	422.0
23 Early Years Census	1,139.0	1,139.0
24 Total Pupil numbers	1,561.0	1,561.0
25		
26 DSG Guaranteed Unit of Funding	£3,911.25	£3,911.25
27 DSG based on census pupil numbers	£6,105,461	£6,105,461
28 adjustment for assumed pupil numbers	£3,521	-£426,326
29		
30 Two Year Old Funding		
31 School Census - Mainstream	8.5	8.4
32 Early Years Census	105.5	105.4
33 Total Pupil numbers	114.0	113.8
34		
35 DSG Guaranteed Unit of Funding 2 Year Olds 15/16 (FTE)	£5,092.00	£5,092.00
36 DSG based on census pupil numbers	£580,488	£579,470
37 adjustment for assumed pupil numbers	£242,736	-£65,178
38		
39 Difference in provision for DSG due in previous year:		
40 Provision for estimated DSG	-£61,000.00	
41 Actual DSG	£59,000.00	
42		
43 Plus Indicative Early Years PPG	£74,590	£74,590
44 Transfer Funding to HNB	-£10,000	-£10,000
45 ADD Carry Forward from Previous Year	£667,092	£450,000
46		
47 Total Early Years Block	7,661,888	6,708,017
48		
49 HIGH NEEDS BLOCK (final)		
50 Previous Year High Needs Budget	17,550,154	19,100,554
51 Adjustments:		694,600
52 Adjust from residency basis to location basis	1,389,400	
53 Funding Adjustment	17,000	0
54 Additional Funding	144,000	284,000
55 Transfer Funding from EYB	10,000	10,000
55 ADD Carry Forward from Previous Year	344,944	-624,890
56		
57 Total High Needs Block	19,455,498	19,464,264
58		
59 TOTAL DSG FUNDING AVAILABLE	123,358,509	122,890,625

APPENDIX B

DSG Reconciliation - DfE Allocation Sheet to WBC Budget					
	Schools Block	Early Years Block	High Needs Block	TOTAL	
Gross Allocation	96,718	6,760	20,079	123,557	
High Needs Deductions for NMSS places			-1,960	-1,960	
Sub Total	96,718	6,760	18,119	121,597	
less Deduction for HN Places Academies & 6th Form			-1,660	-1,660	
Net Allocation as per DfE 17/12/15	96,718	6,760	16,459	119,937	
less EY adjustments used for own estimate		-492		-492	
Adjust for Expected Carry Forwards		450	-625	-175	
Transfer funding between blocks		-10	10	0	
Add back HN deductions			3,620	3,620	
WBC Gross DSG Budget	96,718	6,708	19,464	122,890	
Academy Recoupment & HN Deductions	-30,063		-3,620	-33,683	
WBC Net DSG Budget	66,655	6,708	15,844	89,207	
Place Funding Adjustments	April to July 2016		July 2016 - March 2017		Annual
	places	Rate	places	rate	Deduction
Post 16 - NMSS	48	£3,333	48	£6,667	£480,000
Pre 16 - NMSS	148	£3,333	148	£6,667	£1,480,000
Sub total NMSS					£1,960,000
Pre 16 - Academy RU	69	£4,167	69	£5,833	£690,000
Post 16 - Maintained Special Schools	79	£3,333	79	£6,667	£790,000
Post 16 - Maintained Mainstream Schools	8	£2,000	8	£4,000	£48,000
Post 16 - Academies Mainstream Schools	22	£2,000	22	£4,000	£132,000
Sub total Academies/ Post 16					£1,660,000
Total All					£3,620,000

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High Needs Budget – Savings Options for 2016/17

Report being considered by: Schools Forum
On: 25/01/2016
Report Author: Cathy Burnham, Jane Seymour
Item for: Discussion **By:** All Forum Members

1. Purpose of the Report

1.1 This report sets out the financial position of the High Needs budget and sets out various savings options for 2016/17 to enable a discussion on each proposal to take place.

2. Recommendation(s)

2.1 Members of the Schools' Forum are to consider the options presented and provide their views on each, and suggest any other options that should be considered. Officers will bring a final proposal back to the March meeting for final decision.

<b style="color: #008080;">Will the recommendation require the matter to be referred to the Council or the Executive for final determination?	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
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3. Introduction

3.1 At the December meetings of the Heads Funding Group (HFG) and Schools' Forum (SF), a report setting out an early indication of the position of the high needs budget for 2016/17 was presented. A shortfall of over £2m was identified, and the report set out in detail all the services making up the high needs budget, also outlining where savings could be considered. The report is attached in Appendix A for reference.

3.2 Further work has been carried out in estimating the current year forecasts and budgets for next year, using the latest pupil data. This has changed the position slightly, but there is still a significant shortfall in the high needs block.

3.3 This report sets out options which could be implemented in order to balance the budget.

4. Summary Position

4.1 Table 1 sets out the current position of the High Needs Block.

TABLE 1	2015/16 Budget £	2015/16 Forecast £	2016/17 Estimate £
Place Funding	6,285,400	6,285,400	6,980,000
Top Up Funding	8,507,580	8,775,330	9,223,010
PRU Funding	2,201,000	2,401,000	2,401,000
Other Statutory Services	1,213,860	1,243,840	1,217,170

Non Statutory Services	858,570	859,070	1,031,810
Support Service Recharges	515,750	515,750	526,710
Total Expenditure	19,582,160	20,080,390	21,379,700
HNB DSG Allocation	19,100,550	19,100,550	20,079,150
HNB DSG C/F	344,950	344,950	-624,890
EY DSG Allocation	10,000	10,000	10,000
Total DSG Funding	19,455,500	19,455,500	19,464,260
Shortfall	-126,660	-624,890	-1,915,440

4.2 The following changes have occurred since the December report:

- 2015/16 forecasts have been revised to reflect the most up to date information – the estimated carry forward overspend has reduced by £71k from £696k to £625k.
- 2016/17 forecasts have been revised with the latest information on top up placements – this has gone up by £254k.
- The Government has allocated an additional £284k to our High Needs Block funding.

4.3 The overall position is now a shortfall of £1,915k compared to £2,016k as reported in December, a move of £101k. The detailed budget breakdown is provided in Appendix B.

4.4 The predicted overspend on HNB in the 2015-16 financial year is currently estimated at £498k, made up as shown in Table 2. This is in addition to the original budgeted shortfall of £127k. The total overspend of £625k will need to be met from the 2016/17 HNB allocation.

TABLE 2			
Budget	15-16 Budget	Predicted outturn	Variance
Special schools top up	2,730,940	2,766,940	36,000
Non West Berkshire special schools top up funding	735,240	1,085,240	350,000
Non LEA special schools	905,320	855,320	-50,000
Independent special school place and top up	1,583,850	1,565,720	-18,130
Further Education Colleges Top ups	990,040	950,040	-40,000
Maintained schools Resourced Unit top ups	329,230	339,230	10,000
Academy Resourced Unit top	419,730	378,730	-41,000

ups			
Non WBC Resourced Units top up funding	27,860	44,240	16,380
Maintained mainstream top ups	459,980	469,980	10,000
Academy mainstream top ups	213,240	183,240	-30,000
Non WBC mainstream top up funding	62,150	66,650	4,500
Disproportionate number of high needs pupils	50,000	70,000	20,000
PRUs top up	1,061,000	1,261,000	200,000
SEN Pre School Children	50,210	60,210	10,000
Applied Behaviour Analysis	110,730	90,730	-20,000
CALT Team	261,950	258,950	-3,000
Sensory Impairment	227,440	244,060	16,620
Therapy Services	315,430	324,430	9,000
Equipment	20,000	25,000	5,000
ASD Teachers	135,490	133,490	-2,000
SEN Inclusion	29,320	24,820	-4,500
Hospital tuition	0	19,360	19,360
Total			498,230

- 4.5 It can be seen from the above that the main area of pressure in this budget is the increase in numbers of children with SEND attending specialist placements as opposed to mainstream schools. Specialist provision includes resourced units, maintained special schools, special free schools, independent and non maintained special schools and PRUs.
- 4.6 The types of placement which have seen particular growth include children with moderate learning difficulties moving to maintained special schools and children with autistic spectrum disorder and behavioural difficulties moving to special free schools and PRUs.
- 4.7 The total number of pupils with Statements or EHC Plans has remained fairly static over the last four years, averaging around 760. However, as Table 3 shows, the

proportion of children with Statements or EHC Plans who are included in mainstream schools is dropping quite rapidly.

TABLE 3					
Year	2012	2013	2014	2015 (Jan)	2015 (Dec)
Total Statements/EHCP	759	773	758	747	768
% in mainstream	55%	53%	47%	45%	42%
% in specialist	45%	47%	53%	55%	58%

4.8 Whilst the main purpose of this report is to set out savings options for 2016-17, the HFG and the Schools Forum need to consider the long term funding implications for the HNB if this trend away from mainstream inclusion continues.

5. Options for Consideration

5.1 Table 4 presents a list of the savings options that could be considered. Each one is then explained in detail, also highlighting the implications. For some savings, the implementation date would be from September 2016, so a part year saving in 2016/17 is shown and a full year saving will occur from 2017/18.

TABLE 4	2016/17 Saving £	Full Year Saving £
1 Contribution from Schools Block – 16/17 headroom	600,000	600,000
2 Contribution from Schools Block – reduce current funding rates to schools		
Option (a) reduce per pupil funding rate (AWPU) by £10	166,650	166,650
Option (b) reduce lump sum by £5,000	241,250	241,250
3 Resourced unit place funding – reduction in places	29,167	50,000
4 Mainstream Top Ups – Option (a) reduce by 5%	31,224	31,224
Option (b) reduce by 10%	62,448	62,448
5 Resource Unit Top Ups – Option (a) reduce by 5%	33,219	33,219
Option (b) reduce by 10%	66,437	66,437
6 Special School Top Ups – Option (a) reduce by 5%	134,753	134,753
Option (b) reduce by 10%	269,506	269,506
7 FE College Top Up	99,000	99,000
8 PRU Top Ups – reduce daily rate		
Alternative Curriculum from 1/9/16 – reduce by £20.25 per day	107,730	184,680
Reintegration Service from 1/4/16 – reduce by £10.25 per day	70,490	70,490
9 PRU top ups – increase contribution from schools		
Alternative Curriculum from 1/9/16 – increase by £750 per Pupil per year	24,000	36,000
Reintegration Service from 1/4/16 – increase by £10 per day	23,005	23,005
10 PRU top ups Reintegration service – increase by 6 the no. of weeks paid for by schools	70,958	70,958
11 Sensory Impairment	23,880	23,880
12 Engaging Potential	90,043	154,360
13 Equipment	10,000	10,000

14 Therapy Services	32,443	32,443
15 LALs –	78,517	134,600
Option (a) close both LALs	39,258	67,300
Option (b) retain one LAL	44,684	76,600
Option (c) close both LALs and employ one peripatetic Dyslexia teacher		
16 Special school outreach - remove	70,000	70,000
17 PRU outreach – Option (a) reduce budget	17,000	17,000
Option (b) remove budget	117,000	117,000
18 CALT team – charge more services to schools	50,000	50,000
19 Vulnerable Childrens Fund - remove	60,000	60,000
Total (if minimum saving taken where option given)	1,798,820	1,984,962
Total (if maximum saving taken where option given)	2,195,874	2,426,057

5.2 Option 1 – Contribution from Schools Block – 16/17 headroom

The funding for the Schools Block has now been confirmed, and there is headroom of £600k available. Rather than allocate this out to schools as additional funding, it could be transferred to the high needs block. There has been no expectation that schools would see an increase in their funding allocation, as the DSG funding rate has not increased. However it should be noted that £390k of this headroom has arisen due to a reduction in the number of pupils meeting the prior attainment and deprivation criteria for funding, and it should be considered whether to put this funding back into schools by increasing the funding rates for these particular factors.

Implications / Risks:

- (1) Although an increase in funding rates has not been expected, schools are struggling to set balanced budgets. As well as inflationary increases and employee pay awards, Increases in costs in 2016/17 are particularly exacerbated by the increase in NI rates in April 2016 (by 3.4%).
- (2) Without the headroom allocated to schools, many will be have a reduction in their funding allocation, either because of lower pupil numbers and/or because of the change in their deprivation/prior attainment profile.
- (3) Other options in this paper include schools needing to pay for more services which can no longer be provided centrally. Without any increase in their budget allocations, this will put a further pressure on schools.
- (4) May see more schools setting deficit budgets and needing to carry out restructures, which will include the reduction of staffing in schools and redundancies.

5.3 Option 2 – Contribution from Schools Block – by reducing current funding rates to schools

By reducing current funding rates, this would mean that all schools would see a reduction in their funding per pupil.

Option (a) - reducing the per pupil funding (AWPU) by £10 per pupil. This would generate an additional £167k to transfer to the HNB (more schools would qualify for

minimum funding guarantee). Funding removed would be proportional to size of school.

Option (b) – reducing the lump sum by £5,000 per school. This would generate an additional £240k to transfer to the HNB. Funding removed would be equal for all schools, irrelevant of size.

The implications would be the same as option 1. Item 6 on the agenda shows what this means in financial terms for each individual school.

5.4 **Option 3 - Resourced unit place funding**

The number of pupils on roll at the Westwood Farm Schools' Hearing Impaired Resourced units has been consistently below capacity by 5 or more places for some time. This is in line with a national trend of falling numbers in hearing impaired resourced units, as more children with hearing impairment are attending their local mainstream schools. Funding for 5 planned places could be removed with effect from September 2016 (Full year savings would not be achieved until 17-18).

Implications / Risks:

- (1) Redundancy costs
- (2) Number of hearing impaired pupils needing a resourced unit placement may go back up, but this appears very unlikely given trends over time and the national picture.

5.5 **Option 4 - Mainstream top ups**

When a pupil has a Statement of Special Educational Needs or an Education, Health and Care Plan, the cost of their additional support is topped up, over and above the first £6,000 which the school is required to fund. Top up bands are notionally based on a number of hours of teaching assistance, but schools are encouraged to use funding flexibly for small group support as well as one to one support. It would be possible to reduce funding bands by an agreed percentage, for example 5% or 10%.

Implications / Risks:

- (1) Schools may have to reduce staffing levels
- (2) Pupils' needs may not be fully met
- (3) Possible parental complaints and legal challenge as Statements / EHC Plans quantify provision by TA hours or cost.

5.6 **Option 5 – Resource unit top ups**

Schools with resourced units receive planned place funding of £10,000 for each place. They then receive top up funding based on the pupil's funding band. The funding bands are based on notional staffing ratios for different levels of need. It would be possible to reduce funding bands by an agreed percentage, for example 5% or 10%.

Implications / Risks:

- (1) Schools may have to reduce staffing levels
- (2) Pupils' needs may not be fully met
- (2) May impact on range of needs which can be met in resourced provision

5.7 **Option 6 – Special school top ups**

Special schools receive planned place funding of £10,000 for each place. They then receive top up funding based on the pupil's funding band. The funding bands are based on notional staffing ratios for different types and levels of need. It would be possible to reduce funding bands by an agreed percentage, for example 5% or 10%.

Implications / Risks:

- (1) Schools will have to choose between reducing classroom staffing levels or reducing expenditure in other areas
- (2) May impact on range of needs which can be met in special schools

5.8 **Option 7 – FE College top ups**

FE Colleges receive planned place funding of £10,000 for each place. They then receive top up funding based on the cost of the course which the student is undertaking.

There is some evidence that top up fees charged by FE Colleges in the Berkshire area are above the national average. It is proposed that negotiations take place with FE Colleges to reduce top up fees in the 2016-17 academic year. It is difficult to quantify to what extent costs can be driven down, so a notional reduction of the budget by 10% is proposed.

Implications / Risks:

- (1) Possible difficulty in placing high needs students in FE Colleges.

5.9 Option 8 – PRU Top ups – Reduction in daily rate

It is proposed that the daily rates paid to the PRUs are reduced – Alternative curriculum by £20.25 per day (from 1/9/16), and Reintegration Service by £10.25 per day (from 1/4/16). If the contributions made by schools remain as per the current arrangements the savings would be as shown in Table 5. This assumes all places are filled – the saving would be greater if not all places are filled throughout the year.

TABLE 5	Current	Proposal	Saving
Alternative Curriculum – from 1/9/15	£103.25	£83.00	£107,730
Reintegration – Primary week 1 – 12	£65.90	£55.65	£7,790
Primary wk 12 onwards	£103.25	£93.00	£15,960
Reintegration – Secondary week 1 – 6	£28.56	£18.31	£15,580
Secondary wk 6 onwards	£103.25	£93.00	£31,160
Total Saving			£178,220

Implications / Risks:

- (1) PRUs may struggle to provide same level of staffing and interventions with a reduced budget.

5.10 Option 9 – PRU Top ups – Increase contribution paid by schools

Alternatively, or in addition to the above proposal, the amount contributed by schools towards placements could be increased by £10 per day in the Reintegration Service, and by £750 per year in Alternative Curriculum (from 1/9/16). This would reduce the amount required to be met by the DSG. The savings would be as shown in Table 6, assuming all places are filled.

TABLE 6	Current	Proposal	Saving
Alternative Curriculum – annual contribution (change from 1/9/16)	£4,500	£5,250	£24,000
Reintegration – Primary	£37.35	£47.00	£7,334
Reintegration – Secondary	£74.69	£85.00	£15,671
Total Saving			£47,005

Implications / Risks:

- (1) Schools may choose to permanently exclude more pupils rather than pay increased costs. LA picks up total cost of permanent exclusion place and therefore the pressure on the HNB would increase.

5.11 Option 10 – PRU Top ups – Increase Number of Weeks Paid for by Schools

The current arrangement is that there is a cap placed on the number of weeks a school pays for a placement in the Reintegration Service, with the DSG picking up the full cost for the remaining weeks of the placement. The current trend is that most placements are exceeding this cap. Increasing the number of weeks that schools pay a contribution towards would provide a saving, though this is difficult to quantify as the length of placements at any one time changes from one week to the next. The savings shown in Table 7 assume that two thirds of current placements

are above the cap, and this would reduce to one half by increasing the number of weeks by 6.

TABLE 7	Current	Proposal	Saving
Reintegration – Primary	12 weeks	18 weeks	£14,193
Reintegration – Secondary	6 weeks	12 weeks	£56,765
Total Saving			£70,958

Implications / Risks:

- (1) An increase in the cost to schools.

5.12 Option 11 – Sensory Impairment

The Council is part of a joint arrangement with the five other Berkshire Local Authorities for the purchase sensory services. This includes teachers of the deaf and teachers of the visually impaired who support children in mainstream and special schools. The current contract runs until March 2017. The contract can be varied with 6 months’ notice, ie. by June 2016. Until then we would be reliant on the service provider agreeing to make savings on a voluntary basis.

Options would include

- Reducing the number of visits for non statemented children with hearing impairment and providing training for schools to meet more needs themselves
- Reorganising staffing so that a higher proportion of support for children with visual impairment is delivered by trained TAs rather than teachers.
- Ceasing central funding for HI and VI support for the special schools and expecting schools to purchase it direct from the provider

Implications / Risks:

- (1) Schools may have difficulty meeting pupils’ needs
- (2) Parents / schools may seek EHC assessments in order to access the service
- (3) Schools would need to become more skilled in meeting the needs of children with HI/VI

5.13 Option 12 – Engaging Potential

Engaging Potential has 14 places for students who have a Statement or EHC Plan and who have significant behavioural difficulties. This provision was set up as an alternative to more costly out of area placements. Pupils may have previously attended mainstream schools, Pupil Referral Units or specialist schools.

The current contract runs until 2018, but can be varied with 6 months’ notice.

An option would be to reduce the number of places from 14 to 10 from September 2016 and reserve places for students with the highest level of need. Full year savings would not be achieved until 17-18.

Implications / Risks:

- (1) Fewer places would be available for students from mainstream schools and PRUs

(2) Possible increase in expensive out of area placements

5.14 **Option 13 – Equipment**

Reduce budget from £20,000 to £10,000. Mainstream schools would need to fund more SEN equipment for pupils with Statements / EHC plans.

Implications / Risks:

(1) Increased funding pressures on schools

(1) Risk of budget overspend eg. if a small school genuinely can't fund an expensive item and there is a statutory duty to provide it

5.15 **Option 14 – Therapy Services**

The service includes speech and language therapy and occupational therapy for children with Statements / EHC Plans. Reduce budget by 10% and explore possibilities to reduce overhead costs, change the ratio of therapists to therapy assistants and reduce the frequency of therapists' visits to schools.

Implications / Risks

(1) Pupils' therapy needs not met.

(2) Possible legal challenge as therapy is quantified in Statements / EHC Plans.

5.16 **Option 15 – Language and Literacy Centres**

Options could include

- closing both LALs in July 2016
- closing one LAL in July 2016 and retaining one LAL to serve the whole area
- closing both LALs and employing a peripatetic dyslexia teacher.

Implications / Risks:

(1) If all provision is lost, high risk of increased EHC requests from parents and schools, with associated costs, so net expenditure may increase.

(2) Risk of appeals to the SEND Tribunal for specialist school placements, with associated costs.

(3) Increased transport costs if only one LAL is maintained

5.17 **Option 16 – Special school outreach**

This service supports children with learning difficulties and associated needs in mainstream schools. Options could include

- ceasing the service
- retaining the service and charging schools for it.

Implications / Risks:

- (1) Possibility of schools / parents seeking more special school placements, with associated costs.

5.18 **Option 17 – PRU outreach**

Appendix D provides a report on this service. In 2014/15 this budget was £197,000 which included 6 weeks of free reintegration support for schools, free KS2/3 and 2/4 transition, free early intervention secondary groups, free LAC support in schools for those at risk of exclusion. In 2015/16 the budget was reduced to £117,000 with the free reintegration support for schools reduced from 6 weeks to 3 weeks.

Schools are able to request additional support and early intervention support for any pupil, including looked after children. ELSA and counselling requests have particularly increased this year. These areas have shown an increase in income for the Outreach team from £2,800 in the 14/15 financial year to a predicted £12,000 for the 15/16 financial year. Remaining costs are being absorbed into the Reintegration Service budget.

Option a – reduce this budget to £100,000 and encourage Outreach Team to generate more income – but this will result in increased costs for schools.

Option b – remove separate budget and allow RS to incorporate Outreach facility into main budget. If RS not full, then more Outreach could be offered. Outreach is likely to be severely reduced.

Option c – no change in budget as it will have an adverse effect on support for schools. It is a cheaper 'buy-in' than an inreach RS place and therefore gives schools more choice and a reduction in costs.

5.19 **Option 18 – CALT Team**

The CALT Team has been working to an income target since April 2015. It could be possible to increase income generation by reducing what schools receive in the free core service and increasing charges for annual packages of support and for pay as you go services and training.

Implications / Risks:

- (1) Some schools may no longer be able to buy in the service.
- (2) Reduced support for children and impact on levels of SEN expertise and training of staff in schools
- (3) Possible increase in EHC requests, with associated costs.

5.20 **Option 19 – Vulnerable Children Fund**

A small budget of £60,000 (reduced from £80,000 last year). There are no staffing costs attached so it is an easy budget to remove but with a large impact on our

smaller schools. The Fund is used mostly by small schools to reduce the risks of exclusion for challenging pupils.

Implications / Risks:

- (1) This will disproportionately affect our small schools with fewer resources.
- (2) No VCF will mean an increase in expensive PRU places, or more exclusions.
- (3) Permanent exclusions will put pressure on HNB and affect other schools who must then admit a pupil with no extra resource.
- (4) A £60,000 saving is small compared to the larger additional costs to HNB when pupils are excluded.

6. Conclusion

- 6.1 All the options have implications for schools, whether this is removal/reduction of a service currently received by schools for free, or requiring schools to pay for the cost of services, whether this is through the blanket removal of funding from school budgets or requiring schools to purchase services at point of delivery.
- 6.2 In order to reduce spend to the level of resource being received, reductions of this magnitude will be required.

7. Appendices

Appendix A – Report to Schools’ Forum on 7th December 2015

Appendix B – High Needs Block Budget 2016/17

Appendix C – Impact Data

Appendix D – Report on PRU Outreach Service

8. Heads Funding Group Recommendation

- 8.1 HFG agreed in principle with most of the savings being proposed and will consider again alongside any new options at its next meeting, before deciding on a final proposal to bring back to Schools’ Forum.

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West Berkshire Schools Forum	
Title of Report:	High Needs Budget Proposals 2016-17
Date of Meeting:	7 December 2015
Contact Officer(s)	Jane Seymour, Cathy Burnham
For Decision	

1. Background

- 1.1 This report sets out the 2015-16 High Needs budgets, the forecast for the current year, and the latest estimates for 2016-17.
- 1.2 There is likely to be a significant shortfall in funding in the High Needs Block (HNB) in 2016/17 of approximately £2m, mainly due to the following factors:
 - No increase in funding expected for this block (other than the full year neutral effect of changing from residency to location basis for place funding – see paragraph 3.1).
 - The carry forward in funding from previous years which has supported the budget in the current year has been used up.
 - There is likely to be an overspend in 2015/16 which will need to be funded from the 2016/17 HNB allocation.
 - Continuing increase in numbers and level of support required for high needs pupils.
- 1.3 This report sets out the expected projections on expenditure for next year and highlights areas where savings could be considered, alongside likely impacts.
- 1.4 HFG Members are asked to consider the options and provide a steer on what areas they would like more detailed information on to consider as proposals at the January meeting.

2. High Needs Block Summary

- 2.1 **Table 1** summarises the position on the HNB. The current forecast for 2015/16 is a shortfall of £695,780 which will need to be funded in 2016/17. The estimates for 2016/17 are based on all services continuing and at current staffing levels/contract costs, and funding rates for top ups remaining the same for the current and/or known number and funding level of pupils.

APPENDIX A

TABLE 1	2015/16 Budget £	2015/16 Forecast £	2016/17 Estimate £
Place Funding	6,285,400	6,285,400	7,030,000
Top Up Funding	8,507,580	8,940,060	9,027,880
PRU Funding	2,201,000	2,401,000	2,401,000
Other Statutory Services	1,213,860	1,254,650	1,233,490
Non Statutory Services	858,570	868,570	1,031,730
Support Service Recharg	515,750	401,600	401,600
Total Expenditure	19,582,160	20,151,280	21,125,700
HNB DSG Allocation	19,100,550	19,100,550	19,795,150
HNB DSG C/F	344,950	344,950	-695,780
EY DSG Allocation	10,000	10,000	10,000
Total DSG Funding	19,455,500	19,455,500	19,109,370
Shortfall	-126,660	-695,780	-2,016,330

3. Place Funding - STATUTORY

3.1 Place funding is agreed by the Education Funding Agency (EFA) and has to be passed on to the institution, forming their base budget. Academy, Non Maintained Special Schools (NMSSs), and post 16 places are included in our initial HNB allocation but the agreed place numbers are then deducted and paid to the institution direct (DSG top slice). From the 2015/16 academic year the funding includes all institutions located in the local authority rather than on residency of the pupils – so, for example, our allocation now includes all places at Mary Hare School, but not places for our pupils in NMSSs outside West Berkshire. As a result of this change there will be an additional allocation of funding in 2016/17 to cover the full year effect of this change – this should have a neutral impact.

3.2 The EFA is not funding any overall increases to places, although there is an increase in demand for places in special schools. **Table 2** currently shows no increase to special school planned places, as there is no additional planned place funding to allocate unless there is surplus planned place funding in other institutions which can be reallocated. If no place funding can be released from other institutions, and if it is decided that additional planned places should be funded at the special schools, this will be a further pressure on the High Needs Block. A bid has been made for the additional 5 places at the new resource unit at Trinity School.

TABLE 2 – Place Funding Budgets	2015/16 Budget		2016/17 Estimate		
	No. of Places	£	Current No. of Places	No. of Places to be Funded (from 1/9/16)	£
Special Schools – pre 16 (90540)	286	2,860,000		286	2,860,000
Special Schools – post 16 (DSG top slice)	79	680,010		79	790,000

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Resource Units Maintained – pre 16 (90584)	50	500,000	37	50	500,000
Resource Units Academies – pre 16 (DSG top slice)	69	690,000		74	740,000
Mainstream Maintained – post 16 (DSG top slice)	8	44,000		8	48,000
Mainstream Academies – post 16 (DSG top slice)	22	128,000		22	132,000
NMSS – pre 16 (DSG top slice)	148	1,030,040		148	1,480,000
NMSS – post 16 (DSG top slice)	48	353,350		48	480,000
TOTAL	710	6,285,400		715	7,030,000

3.3 There are few options available to reduce the place funding budget. If there are actually fewer pupils than the number of pre-16 places in any institution, then the place numbers could be reduced if it does not impact on viability in that institution. However, if any funding can be released in this way it is likely to be needed for schools which do not have enough planned places. Where there are additional places being agreed in year with schools, (over and above planned places), EFA advice and guidance states that they do not need to be funded at the full place cost of £10,000 and should be negotiated at a lower rate. However, the expectation of schools is generally that the full £10,000 should be paid.

4. Top Up Funding – STATUTORY

4.1 Top up funding is paid to the institutions where we are placing pupils who live in West Berkshire (we do not pay our institutions for pupils who live outside West Berkshire). **Table 3** shows the budget and forecast for 2015/16 – the forecast is a £432k overspend. The forecast for top up funding in 2015/16 is based on pupils currently receiving this funding (Autumn term) and assumes no change in numbers to the end of the financial year.

4.2 The main areas of pressure in the top up budgets are non West Berkshire special schools, West Berkshire maintained special schools and non West Berkshire resourced units.

4.3 The reason for the increase in expenditure in non West Berkshire special schools is mainly the opening of a new free school for children with ASD, Thames Valley Free School. Places are never given at non West Berkshire special schools unless there is no alternative. Pupils who have been allocated places were no longer able to have their needs met in their mainstream schools and there were either no places in WBC ASD secondary resourced units, or their needs could not be met there either. It should be noted that if these pupils had not been placed at TVFS it is likely they would have needed to be placed at more expensive non maintained or independent specialist schools.

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TABLE 3	2014/15 Budget		2015/16 Budget			
Top Up Budgets	Estimated no. of pupils	£	Pressure Savings Agreed	or Budget Set	Latest Forecast (month 7)	Estimated no. of pupils
Special Schools Maintained (90539)		2,465,120	265,820	2,730,940	2,793,280	
Non WBC special schools (90548)		663,900	71,340	735,240	1,090,210	
Resource Units Maintained (90617)		335,060	-5,830	329,230	329,230	
Resource Units Academies (90026)		252,610	167,120	419,730	419,730	
Resource Units Non WBC (90618)		15,300	12,560	27,860	41,270	
Mainstream Maintained (90621)		522,830	-62,850	459,980	459,980	
Mainstream Academies (90622)		161,940	51,300	213,240	213,240	
Mainstream Non WBC (90624)		50,700	11,450	62,150	72,680	
Non Maintained Special Schools (90575)		889,740	15,580	905,320	914,680	
Independent Special Schools (place & top up) (90579)		1,476,030	107,820	1,583,850	1,565,720	
Further Education (90580)		1,345,340	-355,300	990,040	990,040	
Disproportionate HN Pupils (90627)		50,000	0	50,000	50,000	
TOTAL		8,228,570	279,010	8,507,580	8,940,060	

4.4 The 2016/17 estimate shown in **Table 4** is based on either current predicted costs or actual students for September 2016 where this information is known. The increase in the budget requirement is £520k.

TABLE 4	2015/16 Budget			2016/17 Estimate		
Top Up Budgets	Estimated no. of pupils	£	Average cost per pupil	Estimated no. of pupils	£	Average cost per pupil
Special Schools Maintained (90539)		2,730,940			2,793,280	
Non WBC special schools (90548)		735,240			1,119,729	
Resource Units Maintained		329,230			329,230	

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(90617)					
Resource Units Academies (90026)		419,730			439,830
Resource Units Non WBC (90618)		27,860			55,600
Mainstream Maintained (90621)		459,980			459,980
Mainstream Academies (90622)		213,240			213,240
Mainstream Non WBC (90624)		62,150			55,530
Non Maintained Special Schools (90575)		905,320			885,010
Independent Special Schools (place & top up) (90579)		1,583,850			1,636,410
Further Education (90580)		990,040			990,040
Disproportionate HN Pupils (90627)		50,000			50,000
TOTAL		8,507,580			9,027,880

4.5 The LA has a statutory duty to pay top ups according to a pupil's statement or EHC plan. The only option for reducing spend on top ups in West Berkshire schools is to reduce the value of top up bandings. This would impact on individual school budgets. It would also have statutory implications as Statements and EHC Plans include either a number of hours of TA support or a funding band value.

4.6 It should be noted that the predictions for independent and non maintained schools are based on current pupils, adjusted for known leavers and joiners. It is not possible to predict all pupils who may need placements in 2016-17.

5. Pupil Referral Units (PRU) & Home Tuition – STATUTORY

5.1 Table 5 shows the budget and forecast for the PRU budgets in 2015/16. In 2014/15 the budget for top ups was overspent by £436k. The decision by Schools' Forum was to change to a single top up rate in 2015/16 to reduce actual spend, and only a minimal increase in the budget was agreed. The latest forecast for 2015/16 is that the budget will overspend by £200k. Whilst this is a significant reduction in the overspend compared to last year, this is mainly due to an increase in the number of pupils, and using the average of the old rates. The single average rate seems to be costing more at the Alternative Curriculum, as a greater proportion of pupils were previously on a lower rate.

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TABLE 5	2014/15 Budget		2015/16 Budget			
PRU Budgets	Estimated no. of pupils	£	Pressure Savings Agreed	or Budget Set	Latest Forecast (month 7)	Estimated no. of pupils
PRU Place Funding (90320)	84	840,000	0	840,000	840,000	AC: 48 RS: 36
PRU Top Up Funding (90625)	AC: 46 RS: 89 pupils	1,037,500	23,500	1,061,000	1,261,000	AC: 53 RS: 80 (based on slightly lower figures this term)
Non WBC PRU Top Up Funding (90626)	0	0	0	0	0	0
Home Tuition Service (90315)	34	282,000	18,000	300,000	300,000	37 estimated (Nov 2015: 18 +5 pending)
TOTAL		2,159,500	41,500	2,201,000	2,401,000	

5.2 The 2016/17 estimates shown in **Table 6** assumes that the rates and numbers of pupils remain the same as 2015/16.

TABLE 6	2015/16 Budget			2016/17 Estimate		
PRU Budgets	Estimated no. of pupils	£	Average cost per pupil	Estimated no. of pupils	£	Average cost per pupil
PRU Place Funding (90320)	84	840,000	10,000	84	840,000	10,000
PRU Top Up Funding (90625)	AC: 53 RS: 80	1,061,000		AC: 53 RS: 80	1,261,000	9,481
Non WBC PRU Top Up Funding (90626)	0	0	0	0	0	0
Home Tuition Service (90315)	37	300,000	8,108	37	300,000	8,108
TOTAL		2,201,000			2,401,000	

5.3 Place funding is fixed and agreed with the EFA, though the number of places if not being used could be reduced. Options for reducing the top up budget in 2016/17 are reducing the current top up rate and reviewing the contributions made by schools for each pupil they place. In the longer term the Strategic Review will inform funding arrangements from September 2017.

5.4 The Home Tuition Service is a statutory service providing home tuition to children with medical conditions and illness that prevent them accessing full time school. It might be possible to reduce this budget by offering more e-learning packages and reducing external support packages but pupil numbers are predicted to increase due to the increase in mental health issues in our school population.

5.5 The impact of a reduction is likely to be:

- A reduced rate of funding per student

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- outcomes for pupils could be poorer with fewer managing to reintegrate into mainstream school, and lower attainments
- Increased pressure on other specialist support services

6. Other STATUTORY Services

6.1 **Table 7** details the changes made to statutory services budgets between 2014/15 and 2015/16 and the latest forecast. The main change between 2014/15 and 2015/16 was recognising therapy services needed to be funded by the HNB (previously centrally funded). The pressure in the current year is mainly due to hospital tuition placements.

TABLE 7 STATUTORY SERVICES	2014/15 Budget		2015/16 Budget			
	Estimated no. of pupils	£	Pressure Savings Agreed	or Budget Set	Latest Forecast (month 7)	Estimated no. of pupils
Applied Behaviour Analysis (90240)		138,630	-27,900	110,730	110,730	
Sensory Impairment (90290)		227,440	0	227,440	238,800	
Engaging Potential (90577)	14	459,110	81,150	540,260	540,260	14
Equipment for SEN Pupils (90565)		38,470	-18,470	20,000	21,070	
Therapy Services (90295)		0	315,430	315,430	324,430	
Hospital Tuition (90610)		0	0	0	19,360	
TOTAL		863,650	350,210	1,213,860	1,254,650	

6.2 **Table 8** details the current budget compared to the estimate for 2016/17, overall growth of £20k for hospital tuition:

TABLE 8 STATUTORY SERVICES	2015/16 Budget			2016/17 Estimate		
	Estimated no. of pupils	£	Average cost per pupil	Estimated no. of pupils	£	Average cost per pupil
Applied Behaviour Analysis (90240)		110,730			90,000	
Sensory Impairment (90290)		227,440			238,800	
Engaging Potential (90577)	14	540,260	£38,590	14	540,260	£38,590
Equipment for SEN Pupils (90565)		20,000			20,000	
Therapy Services		315,430			324,430	

(90295)						
Hospital (90610)	Tuition		0			20,000
TOTAL			1,213,860			1,233,490

6.3 Applied Behaviour Analysis (ABA)

6.3.1 This budget supports a small number of statemented children for whom the Authority has agreed an ABA programme as part of their statement. ABA is an intensive intervention programme for children with autism which aims to modify behaviours which are typical of ASD in order to allow children to function more successfully in school and in society.

6.3.2 This budget also covers the cost of statemented children accessing other “miscellaneous” educational programmes, such as The Lighthouse Project where this is the most appropriate and cost effective way of meeting their needs.

6.3.3 A small reduction of £28k was made to this budget in 2015/16 based on the number of children accessing these services at that time.

6.3.4 It has been possible to reduce the budget slightly for 2016-17 due to a small reduction in the number of children accessing ABA or other alternative packages of support. The budget for 2016/17 is based on existing children with Statements of Special Educational needs who will still be in their placement in 2016-17 and therefore funding cannot be withdrawn or reduced.

6.3.5 The impact of reducing or removing this budget in the future would be:

- Breach of statutory duty as the Local Authority would be unable to make provision set out in Statements / EHC Plans
- High likelihood of judicial reviews and appeals to the SEN and Disability Tribunal
- Children accessing alternative provision such as The Lighthouse needing other provision such as PRU places or having to be returned to mainstream schools.

6.4 Sensory Impairment

6.4.1 Support for children with hearing, visual and multi sensory impairments is purchased from the Berkshire Sensory Consortium Service. This includes support from qualified teachers of HI and VI, audiology and mobility support. The service supports both statemented and non statemented children.

6.4.2 West Berkshire Council has a contract with the Sensory Consortium Service which is due for renewal in April 2017.

6.4.3 The budget has needed to increase slightly for 2016-17 as a result of a small number of children leaving specialist schools for the deaf, such as Mary Hare, and moving in to mainstream schools. This has reduced expenditure on non maintained special schools. However, these students need a fairly high level of teacher of the deaf support in order to access the mainstream curriculum, which is outside of the existing contract. (The overall cost for these students, including their mainstream placements and teacher of the deaf support, is lower than the cost of their previous specialist placements).

6.4.4 The impact of reducing or removing this budget from April would be:

- The service supports both stated and non stated pupils with sensory impairment. If the service was reduced, schools would receive less support in meeting the specialist needs of these pupils and the attainments and progress of pupils would be likely to suffer
- If support for stated pupils were to be withdrawn or reduced, there would be statutory implications as this provision is usually written in to the child's Statement. In these circumstances, the Local Authority would be in breach of its statutory duties and there would be a high likelihood of judicial reviews and appeals to the SEN and Disability Tribunal.
- There may be some scope to reduce support for non stated pupils, although this carries a risk that parents and schools will then seek EHC Plans in order to access the service, so could be counterproductive.
- A review of the SCS is currently being undertaken to establish if it is providing value for money and whether there is scope for efficiency savings. However, changes to the contract could not be made before April 2017.

6.5 **Engaging Potential**

6.5.1 Engaging Potential is a commissioned service providing alternative educational packages for 14 young people in Key Stage 4 with statements for behavioural, emotional and social difficulties whose needs cannot be met in any other provision. An increase in this budget was agreed during 2014-15 because of the need for the project to employ more specialist teaching staff as the group dynamics are such that several students need to be taught on a one to one basis rather than in small groups. Premises costs have also increased since the project was moved to more suitable accommodation.

6.5.2 West Berkshire Council's contract with Engaging Potential was renewed in July 2015 for 3 years. When the contract was retendered, the only organisation which put in a bid was Engaging Potential.

6.5.3 The impact of reducing or removing this budget from April would be:

- Alternative placements would have to be found for 14 young people with severely challenging and anti social behaviours. Unless they could be accommodated in PRUs or mainstream schools, they would require placements in independent or non maintained special schools at significantly greater unit cost.
- It is not realistic to reduce the unit cost given the nature of the client group and the fact that Engaging Potential already offers significantly better value than its competitors. There may be scope to negotiate an in year reduction to the contract on the basis that post 16 students are no longer taken. However, these students would then require placements elsewhere, in PRUs, mainstream schools or FE Colleges, which would all have associated costs in the HNB (and securing such placements may not be feasible in some cases).

6.6 Equipment for SEN Pupils

- 6.6.1 This budget funds large items of equipment such as specialist chairs and communication aids for statemented pupils.
- 6.6.2 This budget was reduced to £20k in 2015/16. Equipment is now only purchased for children attending mainstream and resourced schools, and special schools are expected to fund these large items of equipment from their own budgets. The forecast for 2015/16 is £21,070. There has been one exceptionally expensive piece of equipment purchased for an individual child this year which has inflated costs.
- 6.6.3 The proposed budget for 2016-17 is £20,000. It is hoped that the demand for specialist equipment will not exceed this level of expenditure, based on this year's forecast.
- 6.6.4 The impact of removing or reducing this budget from April would be:
- There would be some children who would either not receive the specialist equipment they require or schools would have to fund the equipment.
 - Parents may appeal to the SEN Tribunal if equipment is not provided, in order to get the equipment written in to the Statement or EHC Plan.

6.7 Therapy Services (Area Health Contract)

- 6.7.1 Therapy Services covers the costs for children with SEN who have speech therapy or occupational therapy in their Statements or EHC Plans. This budget moved to the HNB in 2015/16, and the current forecast for 2015/16 is £324,430.
- 6.7.2 It has been necessary to make a slight increase in this budget for 2016-17. This is mainly due to the need to provide additional physiotherapy at The Castle School for children who were subject to appeals to the SEN & Disability Tribunal. The Council was successful in defending these appeals and avoiding two very expensive placements in a non maintained special school.
- 6.7.3 Therapy services are provided by the Authority solely to children who have the need for a service stipulated and quantified in their Statement or EHC Plan.
- 6.7.4 The impact of removing or reducing this budget from April would be:
- Breach of statutory duty and high likelihood of litigation including judicial reviews
 - Appeals to the SEN & Disability Tribunal
 - There may be some scope to review with the therapy service whether more children could be discharged from the service and have therapy provision removed from or reduced in their Statement / EHC Plan. However, there would need to be evidence that therapy was no longer required, or that less was required. Even where this evidence is available, amending Statements to reflect reduced provision will open up a right of appeal to the SEN & Disability Tribunal.

7. NON STATUTORY SEN Services

7.1 **Table 9** details the reductions made to non statutory services budgets in 2015/16 and the latest forecast. £202k savings were agreed by the Schools' Forum and the forecast is that in the majority of cases these budgets should be on-line.

TABLE 9	2014/15 Budget		2015/16 Budget			
NON STATUTORY SERVICES	Estimated no. of pupils	£	Pressure Savings Agreed	or Budget Set	Latest Forecast (month 7)	Estimated no. of pupils
Language and Literacy Centres LALs (90555)	48	134,600	0	134,600	134,600	48
Specialist Inclusion Support Service (90585)		105,650	-35,650	70,000	70,000	
SEN Pre School Children (90238)		50,210	0	50,210	60,210	
Cognition & Learning Team (90280)	N/A	318,300	-56,350	261,950	261,950	N/A
ASD Advisory Service (90830)		153,460	-17,970	135,490	135,490	
SEN Inclusion (90965)	N/A	28,780	540	29,320	29,320	N/A
PRU Outreach Service (90582)	52	197,000	-80,000	117,000	117,000	(Nov 2015: 17 pupils supported) Estimate 40
Vulnerable Children (90961)	66	80,000	-20,000	60,000	60,000	55
TOTAL		1,068,000	-209,430	858,570	868,570	

7.2 **Table 10** shows the budget for these services in 2016/17 assuming that these services continue and there are no changes to staffing levels. These services are non statutory so there is more potential scope to make savings, although reductions in any of these budgets could increase pressure on statutory budgets.

TABLE 10	2015/16 Budget			2016/17 Estimate		
NON STATUTORY SERVICES	Estimated no. of pupils	£	Average cost per pupil	Estimated no. of pupils	£	Average cost per pupil
Language and Literacy Centres LALs (90555)		134,600			134,600	
Specialist Inclusion Support Service (90585)		70,000			70,000	
SEN Pre School		50,210			50,210	

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Children (90238)						
Cognition & Learning Team (90280)		261,950			270,440	
ASD Advisory Service (90830)		135,490			139,720	
SEN Inclusion (90965)		29,320			29,760	
PRU Outreach Service (90582)	40	117,000	2,925	40	117,000	2,925
Vulnerable Children (90961)	55	60,000	1,090	55	60,000	1,090
Pre School Teacher Counselling Service		0			85,000	
Learning Independence for Travel (LIFT)		0			75,000	
TOTAL		858,570			1,031,730	

7.3 Language and Literacy Centres (LALs)

7.3.1 This budget funds the primary LALs at Theale and Winchcombe schools. The LALs provide intensive literacy support for primary children with severe specific literacy difficulties. 48 places per year are available across the two LALs.

7.3.2 Options available are closing one or both LALs, reducing capacity, lowering the level of service, or charging schools who use the service.

7.3.3 Referrals for LAL places usually exceed places available by approximately 24 per year.

7.3.4 The impact of removing or reducing this budget from April would be:

- Schools would have to meet the needs of pupils who did not get LAL places or pay for places
- There would be likely to be an increase in requests for EHC assessments for pupils who are currently non-statemented, putting more pressure on the statementing budget.

7.4 Specialist Inclusion Support Service

7.4.1 This service provides outreach support from West Berkshire's special schools to mainstream schools to support the inclusion of children with learning and complex needs in their local mainstream schools.

7.4.2 This budget was reduced by £36k in 2015/16 with the special schools providing the service absorbing the cost.

7.4.3 The impact of removing or reducing this budget from April would be:

- Schools would receive no or reduced support in meeting the needs of these complex pupils
- This would be likely to put pressure on other SEN support services such as the Educational Psychology Service and CALT
- Alternatively, schools could be asked to pay for the SISS Service.

7.5 SEN Pre School Children

7.5.1 This budget provides one to one support to enable children with SEN to access non maintained and voluntary pre- school settings.

7.5.2 In 2015/16 this budget has been supported by a £10k contribution from the Early Years DSG. In 2016/17 this block is also under severe pressure, though there is the option to move this service to be funded from this block.

7.5.3 The impact of removing or reducing this budget from April would be:

- Children who are entitled to access 2, 3 or 4 year old early education provision would be unable to do so as they would not have one to one support. This is likely to be unlawful under the Equality Act.
- We can consider whether it is possible to support fewer children and /or offer lower levels of support, although the criteria for accessing funding and levels of support have already been tightened, so there is unlikely to be much scope for this.

7.6 Cognition and Learning Team

7.6.1 The Cognition and Learning Team (CALT) provides advice, support and training to mainstream schools to help them to meet the needs of children with SEN.

7.6.2 A reduction in this budget was made in 2015/16, with certain aspects of the service now being charged to schools.

7.6.3 Many primary schools are reliant on this service to supplement their own SEN provision and expertise, especially schools where the Head has to act as SENCO or where there is an inexperienced SENCO.

7.6.4 The impact of removing or reducing this budget from April would be:

- Reduced levels of support to schools to meet the needs of children with SEN
- Alternatively, making more of the service subject to an income target and / or increasing the existing charges
- Impact on quality of SEN provision in schools, if schools are unable to buy in the service
- Potential for more complaints from parents and also more requests for EHC assessments, with associated costs.

7.7 ASD Advisory Service

7.7.1 The ASD Advisory Service provides advice, support and training for mainstream schools on meeting the needs of children with Autistic Spectrum Disorder. The purpose of the service is to enable children with ASD to be successfully included in mainstream schools wherever possible.

7.7.2 Savings were made to the Early Intervention budget in 2015/16 by ceasing the Early Years Language Project (early intervention for children with speech and language difficulties in pre schools, foundation stage, and KS1). The remainder of this budget (£7,550) relating to ASD support was moved to the ASD service in 2015/16.

7.7.3 The context for this service is vastly increasing numbers of children with ASD diagnoses and mainstream schools having more and more

difficulty meeting the needs of these children. The majority of our placements in non West Berkshire special schools, independent special schools and non maintained special schools are for children with ASD.

7.7.4 The impact of removing or reducing this budget from April would be:

- No or reduced support for schools in meeting the needs of children with ASD
- Pressure for EHC Assessments and Plans for children with ASD who are not currently statemented, with associated costs
- Increase in demand for placements in specialist ASD schools, with associated costs.

7.7.5 It is strongly recommended that this budget is not reduced because of the significant increase in need in relation to ASD and because of the likely impact on demand for expensive specialist ASD placements.

7.8 **SEN Inclusion**

7.8.1 This budget supplements the Cognition and Learning Team budget, and is effectively part of the CALT budget, although it has never been formally vired.

7.8.2 See comments in paragraph 7.6 above.

7.9 **PRU Outreach**

7.9.1 The PRU Outreach Service offers consultancy / outreach support mainly to students who have been attending the Reintegration Service and are starting to attend a mainstream school.

7.9.2 A cut of £80k was made to this budget in 2015/16, with the PRU absorbing the cost. Further savings could be made to this budget if schools were prepared to support pupils on reintegration into their schools, reduce the number of outreach sessions they received, or pay in full for these sessions. As Reintegration numbers appear to be slightly lower, outreach numbers (i.e. support for reintegration) may also be slightly lower.

7.9.3 Impact:

- less support to schools in reintegrating young people who have been permanently excluded from another school
- increased likelihood of failed reintegration resulting in poorer outcomes for young people, greater costs on Reintegration Service budget

7.10 **Vulnerable Children**

7.10.1 The Vulnerable Children Fund is a small budget used to help schools support their most vulnerable pupils on an emergency, unpredicted or short term basis.

7.10.2 The budget was reduced in 2015/16 from £80k to £60k. It is possible to remove completely or reduce the fund such as only being available for primary schools and / or if the criteria were tightened, for example, funding given for shorter periods, no funding extensions.

7.10.3 Impact: The criteria has been strengthened this year, with funding allocated for shorter periods, only one pupil per school being supported at any one time and fewer extensions.

However, the VC Fund is already under pressure. If schools, particularly smaller primary schools, cannot access this support in the future it could lead to:

- Increased movement between schools, with schools being asked to admit more pupils with behaviour difficulties
- Higher exclusion figures
- pressure on the Reintegration Service as more schools ask for primary placements at The Oaks
- Greater pressure on the costs associated with EHC plans and expensive statutory provision
- Increased pressure on the capacity of specialist support services

7.11 Pre School Teacher Counselling Service

7.11.1 This service is currently funded from the central education budget. The budget for the service is £170,000.

7.11.2 The service comprises of 3.3 teachers who are specialists in early years and SEN. Children under 5 who are identified by Health professionals as having significant SEN are referred to this service. Staff initially visit children in their homes (if they are not yet in an early years setting) in order to promote their educational development and model strategies and resources for parents to use to support their child's progress.

7.11.3 PSTCs also assist with the transition to early years settings and schools, providing support and training for staff to help them to meet the child's needs, and continuing to visit for a period of time to provide ongoing support and advice.

7.11.4 PSTCs also help to coordinate support which the family is receiving from other professionals.

7.11.5 The service is currently supporting approximately 108 children.

7.11.6 As a result of the Council's savings programme in 2016-17, this service may be reduced by 50% in order to save £85,000.

7.11.7 This service meets the criteria to be funded through DSG under the category of SEN Support Services, which includes services for children under 5.

7.11.8 It is proposed that half the cost of the service should be met from HNB or Early Years Block (£85,000) in order to avoid a reduction in service.

7.11.9 The impact if the budget were to be reduced by 50% would be:

- Significantly reduced support for children under 5 with severe SEN, impacting on their progress and development and potentially having a long term impact on their ability to reach their potential, if the right intervention is not available at this critical early stage
- Much reduced support for early years settings and schools when they take children under 5 with SEN, including no or reduced advice, guidance and training from specialist teachers
- Children with SEN being unable to attend early years settings because the settings do not have the required expertise and cannot access specialist advice and support
- Children having to leave early years settings, because staff are unable to meet their needs appropriately

- Children arriving in schools without ever having had any suitable early years support and therefore exhibiting a higher level of need than would otherwise have been the case, putting pressure on staff and on schools' SEN budgets
- Children arriving in schools without an EHC Plan in place (as PSTCs initiate these for children on their caseload), putting pressure on schools' SEN budgets
- Increase in parental requests for EHC assessments, with associated costs
- Increase in numbers of very young children needing special school placements, with associated costs.

7.12 Learning Independence for Travel (LIFT)

- 7.12.1 This service is currently funded from the central education budget. The current budget is £115,000. It is externally commissioned from the National Star College, a specialist independent FE College which has pioneered independent travel training for pupils with SEN. The LIFT service has 3 staff; a coordinator and two travel trainers, who are based at Richmond House in Newbury.
- 7.12.2 The service provides independent travel training for children with SEN, so that they are able to travel to school on public transport rather than by taxi or minibus. Not all children with SEN have the capacity to travel to school independently; however, there are some who could potentially walk to school or travel by bus or train, if provided with the right support.
- 7.12.3 The travel training programme typically takes approximately one term, at the end of which the travel mentor will make a recommendation as to whether the child is safe to travel to school independently. If so, the child will then be allocated with a bus or train pass. The programme works with secondary pupils and FE College students only and has a success rate of approximately 80%. Where children do not become independent travellers, it is usually because the route is too difficult given the rural nature of West Berkshire.
- 7.12.4 When children are successfully travel trained this not only reduces SEN transport costs, it also enhances the young person's confidence and self esteem and provides them with an important life skill which improves their opportunities to access FE, employment and social activities.
- 7.12.5 As a result of the Council's savings programme in 2016-17, this service may be lost in order to achieve a saving of £115,000.
- 7.12.6 It is proposed that consideration should be given to allocating £75,000 from the HNB to provide an independent travel training service, at a lower level of provision than the current service.
- 7.12.7 The impact if this service were to be lost would be:
- Increased costs for home to school transport
 - Children remaining dependent on taxis and minibuses who have the potential to learn to travel independently
 - Children missing out on peer contact and being seen as "different" as they come to school by taxi

APPENDIX A

- Children missing the positive impact on confidence and self esteem which tends to be associated with learning to travel independently
- Reduced life chances for children in the longer term, including reduced social inclusion.

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High Needs Budget – Savings Options for 2016/17

Appendix C – Impact Data

1. Cognition and Learning Team

The CALT Team consists of 4.7 FTE SEN teachers and provides support and training for schools in relation to SEN provision and practice. Activities include support for SENCOs, modelling intervention programmes, training and assessments.

Activity Data

In 2013-14 the team undertook 727 school visits (637 primary, 76 secondary and 14 PRUs). This averages as 10 visits per year per primary school and 8 visits per year per secondary school.

In 2014-15 the team undertook 716 school visits (634 primary, 74 secondary and 8 PRUs). This averages as 10 visits per year per primary school and 7 visits per year per secondary school.

Impact of Service

- Feedback from schools shows high levels of satisfaction:
 - Overall quality of service:*
 - 96% Excellent
 - 4% Good
 - Quality of reports:*
 - 85% Excellent
 - 15% Good
 - Quality of training:*
 - 87% Excellent
 - 13% Good
 - Impact on pupil progress:*
 - 8% Excellent
 - 59% Good
 - 33% Satisfactory
- The Team supports schools with implementation of specific literacy and numeracy programmes, including modelling teaching strategies, training staff including TAs and carrying out pre and post intervention assessments of children. For example, in 2013-14, 29 schools participated in the Catch Up Literacy Programme, with a total of 340 pupils on the programme. The average gain in word reading accuracy per pupil per month was 3.31 months. The average gain in reading comprehension per pupil per month was 3.33 months. Overall, the average total gain in literacy skills was 19 months over the course of an x month programme.
- Similarly, the team supported schools with implementation of the Fischer Family Trust Wave 3 (SPRINT) programme in 2013-14. 17 schools participated in the programme which is targeted at children in Year 1 working at level 1C or below. The average gain in reading accuracy per pupil per

month was 4.5 months. The average gain in reading comprehension per pupil per month was 3.3 months.

- The Team supported 6 schools with the SNAP Programme (Maths intervention) in 2013-14. 87 pupils participated in the programme. During the course of the 14 week programme, the average NC sub level gain per pupil was 1.8.
- Feedback from centrally delivered training in 2013-14 was consistently graded 4 or 5 (good or excellent). Pre and post training confidence scores have shown increases in confidence between 2 and 7 points on a 0 to 10 scale.

2014-15 data:

- No updated feedback from schools – evaluation due in 2016

Intervention data:

Catch Up/Structured Approach to Reading (STAR)

The team have developed an alternative intervention to Catch Up which is an expensive training to commit to (£300 per person on the training), the Structured Approach To Reading (STAR) has following objectives:

Course Objectives:

- To identify a struggling reader through formal and informal assessment*
- To know how to structure an effective 1-1 reading session*
- To be familiar with established strategies necessary for addressing common reading errors*
- To develop an understanding of the link between reading and writing*
- To acknowledge the importance of feedback and ongoing monitoring as essential parts of the reading intervention*

Data collected includes Catch Up and STAR:

- 25 schools
- 274 pupils
- 42% male
- 58% female
- Word accuracy gain per month on programme: 3.23 months
- Comprehension gain per month on programme: 2.38 months

Data collected for Fischer family trust Wave 3 (SPRINT)

- Based on data returned from 16 schools
- Number of pupils: 46 (61% boys 39% girls)

Impact on pupil progress: (aiming for accelerated progress to close the gap i.e. trying to achieve double ratio gain with any intervention)

Average time on programme : 13 weeks

Average progress made whilst on the intervention:

- Reading : 1.7 sub levels
- Writing: 1.6 sub levels
- Word accuracy: 13.26 months i.e. approx 4 months progress for every month on the programme

- ❑ Comprehension: 15.2 months i.e. approx 5 months progress for every month on the programme
- ❑ Spelling: 6 months i.e. approx 2 months progress for every month on the programme

Data collected for SNAP (Maths intervention)

- 12 schools
- 76 pupils
- 34% male
- 66% female

From all schools:

- Average time on SNAP: 3.7 months
- Average number of units covered: 11

From those who submitted age scores using Gillham:

- For every month on SNAP: 1.85 months gain
- For every month Standardised Score point increase: 7

From those who submitted sublevel progress:

- For every month on the SNAP: 0.57 sublevels

Feedback from centrally delivered training:

30 centrally run courses

Feedback scores from courses relating to:

Scale: 5 = excellent, 1 = not acceptable

Learning Objectives: scores range from 5.0 to 4.4 with an average score of 4.7

Course content: scores range from 5.0 to 4.6 with an average score of 4.8

2. ASD Advisory Service

The ASD Advisory Service provides support to mainstream schools to meet the needs of children with autistic spectrum disorder.

Activity Data

At this point in 2015-16:

516 pupils on mainstream caseload.

The caseload has been increasing significantly due to the rise in ASD diagnoses.

Impact of Service

- *Feedback from schools:*
 - Overall rating:*
 - 46% excellent*
 - 38% good*
 - Quality of reports:*

34% excellent

62% good

Training

80% excellent

20% good

Impact of service on pupil outcomes

Excellent 64%

Good 36%

- The service helps to retain children with ASD in mainstream schools. The number of children who were moved to independent, non maintained or free special schools for children with ASD in 2011-12, 2012-13 and 2013-14 respectively were 1, 1 and 6. The higher number in 2013-14 was due to our ASD resourced units reaching their capacity and the opening of The Thames Valley Free School. It is notable that numbers moving to independent provision prior to 2013-14 were so low given the significant rise in numbers of children with ASD.
- The number of exclusions of children with ASD since 2010/11 is shown below. It is difficult to draw any conclusions from this data. Numbers of exclusions of ASD children appear to be increasing, but this is likely to reflect the higher incidence of ASD in mainstream schools rather than any reduction in the ability of schools to meet the needs of children with ASD. It is possible that the number of exclusions of children with ASD would be higher if schools were not able to access support from the ASD Advisory Service. The service is often brought in by schools to give support in crisis situations and can help schools to avoid exclusions.

Academic Year	Type	Exclusions	Pupils
2010/11	FIXD	19	13
2011/12	FIXD	42	21
2012/13	FIXD	38	21
2013/14	FIXD	49	23
2014/15	FIXD	42	18 (so far)
2014/15	PERM	1	1

3. SEN Pre School Children

This budget provides funding for one to one support to allow children with significant SEN to access early years settings and take up their 15 hours Government funded pre school provision.

Activity Data

In the 2012-13 financial year, 41 children accessed funding.

In the 2013-14 financial year, 42 children accessed funding.

In the 2014-15 financial year 52 children accessed funding

In the 2015-16 so far 51 children have accessed funding.

Impact of Service

- 100% of the children who accessed funding were able to attend a pre school setting and would not have been able to do so without the one to one support funded from this budget as early years settings do not have delegated SEN budgets. All children who access funding have a SEN / disability of a severity which would render their attendance unsafe or impractical without 1 to 1 support.
- Most of these children are known to the Pre School Teacher Counsellor Service. Their progress towards targets in their individual plans is monitored by the Pre School Teacher Counsellor and the early years setting at the PSTC's regular monitoring visits.
- Early intervention provided through this budget can help to avoid the need for a Statement / EHC Plan. Of the 52 children who accessed funding in 2014-15, 17 children went on to have an EHC Plan, this is 33% of the total number of children who accessed the funding.
- Early intervention provided through this budget can help to avoid the need for specialist placements in resourced or special schools. Of the 17 children who when on to have an EHC Plan, 9 were placed in specialist provision (Special School or Resourced Provision). This represents 17% of the children accessing the funding, and 52% of the children who accessed the funding and also went on to have an EHC Plan.
- The Council received no complaints and no disability discrimination claims in respect of children with disabilities being unable to take up their free early years entitlement due to lack of one to one support to enable them to access it.

4. Specialist Inclusion Support Service (SISS)

The SISS Service (provided by Castle and Brookfields Schools) provides support to children in mainstream schools who have significant learning difficulties and may have other associated difficulties. Advice is given on teaching strategies and resources to enable children to access the mainstream curriculum.

Activity Data

The service supported 90 children during the course of the 2013-14 academic year. 49 schools used the service in the 2013-14 academic year.

The service supported 132 children during the course of the year 2014-15, 54 schools used the service.

Impact of Service

- Feedback from mainstream schools is as follows:
Overall satisfaction with service:
 43% excellent
 29% good
Quality of advice:
 50% excellent
 25% good
Progress of pupils:
 8% excellent

58% good
34% satisfactory

No evaluation in 2014-15, one will be due in 2015-16.

- The table below shows progress made by children on the SISS caseload of one special school, *based on those who are still on the caseload in 2014-15* (hence the low numbers in previous academic years as some children will have come off caseload during that time).

SISS Progress data: for pupils on current caseload (2014-15)

Year	Subject	Average gain in sub levels across the year	Data based on this number of pupils and other comments
2010-11	Number	1.0	5
	Space, shape, measures	0.8	4
	Using and applying	1.0	5
	Reading	1.0	5
	Writing	1.0	5
2011-12	Number	1.2	5
	Space, shape, measures	0.6	5
	Using and applying	0.5	2
	Reading	0.6	5
	Writing	0.8	5
2012-13	Number	1.0	9
	Space, shape, measures	1.2	9
	Using and applying	1.0	1
	Reading	1.9	8
	Writing	0.4	4
2013-14	Numeracy	0.9	11 (From 2013, combined score for numeracy is used)
	Reading	1.2	11
	Writing	1.1	11

5. Language and Literacy Centres (LALs)

The two LALs in West Berkshire (at Theale and Winchcombe schools) provide intensive literacy support for 48 primary children per year who attend for half a day per week for two and a half terms in Year 5.

Activity Data

48 children per year attend for half a day per week for two and a half terms in Year 5. On average, over the last four years, there have been 24 children per year who were referred for a LAL place but were not allocated one as places are limited to 48.

Impact of Service.

Assessment type (average gain in months)	2014-15	2013-14	2012-13	2011-12
WRAT (word reading)	11.1	14.4	13.4	15.1
Salford (sentence reading)	17.4	21.1	17.4	19.5
Helen Arkell (spelling)	16.7	16.8	17.6	17.8

- Over the last 4 years, children attending LAL have made the following progress in reading and spelling:
Salford Reading Test: between 16 and 78 months progress.
WRAT Reading Test: between 6 and 72 months progress.
Helen Arkell Spelling Test: between 15 and 81 months progress.
- In the 14-15 academic year, children who attended the LALs made average gains in reading and spelling of:
Salford Reading Test: 17 months gain
WRAT Reading Test: 11 months gain
HAST Spelling Test: 17 months gain (Measured over an 8 month period)
- Interim data for the current cohort in LAL (average progress since September 2015)
 - Reading: 9 months progress in 4 months
 - Spelling: 11 months progress in 4 months

Note – Reading incorporates both Salford and WRAT – ie sentence reading and word reading tests.

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The Reintegration Service

An overview of information
(full document of effectiveness is available, including case studies)

Number of students supported by the team

13/14 – 31

14/15 – 68

15/16 – estimated numbers for terms 1 and 2 are 60

Breakdown of pupil numbers in 14/15

Girls	21	
Boys	47	
Primary	14	(started Spring term 2015)
Secondary	54	KS3 62%
SEND (EHC/K)	44%	
Pupil Premium	44%	FSM 22%,
Destinations	76% mainstream schools	

Support Available

Individual and group support for both primary and secondary pupils.

Early intervention and reintegration following PRU intervention, including transition support for KS2-3 and 3-4.

Specific support for LAC pupils, both at risk of exclusion and resilience intervention as identified either by schools and/or the LACES team.

Examples of an individually tailored curriculum

Social skills, emotional literacy, mental health including anxiety, specialised counselling, ELSA, anger management, literacy and numeracy, nurture, resilience.....

For pupils who have spent time in a Reintegration Service unit, a range of assessments are completed and are shared on return to school, enabling schools to provide identified interventions. Assessments for other pupils can be carried out on request.

Information is shared with the school following every outreach session and outreach workers are available to attend meetings such as reintegration, PEPs and reviews...

The Outreach team keep in contact with parents and can help with communications between families and schools.

Success in Schools

This is a free to schools, early intervention package, run by the Outreach team for a group of pupils. This has been successful at secondary level, mainly for year 8 pupils. So far in 15/16, three secondary schools have either had or requested the groups. Similar primary groups will be offered from Spring 2016.

Budget Information (financial year)

2014/15 £197,000 LA

This included 6 weeks of free reintegration support for schools, free KS2/3 and 2/4 transition, free early intervention secondary groups, free LAC support in schools for those at risk of exclusion.

2015/16 £117,000 LA (£80,000 pressure savings agreed)

Now includes 3 weeks of free reintegration support for schools, free KS2/3 and 2/4 transition, free early intervention secondary groups, free LAC support in schools for those at risk of exclusion.

Schools are now able to request additional support and early intervention support for any pupil, including looked after children. ELSA and counselling requests have particularly increased this year. These areas have shown an increase in income for The Outreach team from £2800 in the 14/15 financial year to a predicted £12,000 for the 15/16 financial year. Remaining costs are being absorbed into The Reintegration Service budget.

Staffing

1fte Outreach Co-ordinator

1 primary teacher (3 days)

6 outreach workers (level 4) equivalent to 3fte

1 counsellor (2 days)

School Budget and School Formula 2016/17

Report being considered by:	Schools Forum		
On:	25/01/2016		
Report Author:	Claire White		
Item for:	Decision	By:	All School representatives

1. Purpose of the Report

- 1.1 This reports sets out the funding available in 2016/17 in the schools block DSG, summarises the centrally retained school budgets to be met from this block, and reviews the options for the setting of the school formula funding rates for 2016/17, in order for School Forum Members to agree the schools block budget for 2016/17. It is a statutory requirement to set the school funding formula rates in January.

2. Recommendation(s)

- 2.1 To agree
- (a) The centrally retained school budget as set out in Table 2 of this report.
 - (b) The school formula funding rates for 2016/17 as set out in option (f) in paragraph 6.5 and Appendix C of this report.

Will the recommendation require the matter to be referred to the Council or the Executive for final determination?	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
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3. Introduction

- 3.1 The primary and secondary school formula for 2016/17 was agreed by Schools' Forum on 28th September 2015 and approved by the Council's Executive on 19th November 2015 without any change. It was submitted to the Education Funding Agency (EFA) by the deadline of 31st October.
- 3.2 The EFA accepted the submission as being compliant, and no changes are required to the formula. Now that the data from the October 2015 census is available, and the final Dedicated Schools Grant (DSG) allocation for the Schools Block for 2016/17 has been received, the final funding rates need to be set in accordance with funding available, and the final formula submitted to the EFA. Maintained schools are to be notified of their formula allocations by the end of February 2016.

4. Schools Block DSG Allocation 2016/17

- 4.1 The schools block DSG allocation for 2016/17 has now been confirmed as shown in Table 1 (shown alongside the 2015/16 allocation as a comparison).

TABLE 1

	2015/16	2016/17
Primary Pupils October census	12,811	13,060
Secondary Pupils October census	9,249	9,168
Adjustments (reception & Resource places)	-68	-93
Total Pupil Numbers	21,992	22,135
Guaranteed Unit of Funding	£4,367.93	£4,368.03
	£'000	£'000
Total School Block DSG	£96,060	£96,686
Add NQT Funding	£33	£32
Actual DSG to be Received for Year	£96,093	£96,718
Assumed Carry Forward from Prior Year	£148	0
TOTAL GRANT AVAILABLE IN YEAR	£96,241	£96,718

4.2 It is expected that the carry forward from 2015/16 will be nil.

4.3 Although the DSG funding rate for the schools block has not increased, the overall number of pupils has gone up, with a corresponding grant increase of £626k. The increase in pupil numbers is in the primary sector, with numbers in the secondary sector showing a decrease.

5. Centrally Retained School Budget

5.1 Under School Finance Regulations, funding for a few specified purposes can be deducted from the DSG (be centrally retained) before the balance is allocated out to schools via the formula. It is recommended that the Schools' Forum approve the amounts to be centrally retained as shown in Table 2.

TABLE 2

Purpose:	15/16 Budget	16/17 Budget	Notes
Growth Fund/Infant Class Size	250,000	250,000	As agreed at SF on 28/9/15.
Falling Rolls Fund	40,000	40,000	As agreed at SF on 28/9/15.
Licences	122,410	126,780	National copyright licenses agreement – 16/17 rate as notified
Servicing of Schools' Forum	42,220	42,220	No change
School Admissions	309,070	309,070	No change
Total Centrally Retained	763,700	768,070	

5.2 After deducting £768k from the total grant available of £96,718k, this leaves £95,950k for distribution.

6. Proposed Funding Rates for Schools' Formula

- 6.1 At the meeting of the Schools' Forum on 28th September 2015, it was agreed that funding rates would remain the same for each factor, and should additional funding be available then its distribution be considered at the January meeting.
- 6.2 After uploading the formula with the October 2015 census data, and running the formula using existing rates, the total funding required is £95,344k. This leaves £606k headroom available for distribution.
- 6.3 The headroom is as a result of growth in primary pupil numbers who are funded at less than the DSG rate, and a reduction in numbers of pupils meeting the prior attainment and deprivation criteria for funding.
- 6.4 Table 3 sets out the current formula rates. Appendix A shows the impact on each individual school on applying the same formula rates as 2015/16. Naturally, schools with a reduction in pupil numbers have a reduction in their overall funding.

TABLE 3

Factor	Rate - Primary	Rate - Secondary
1. Basic Entitlement per Pupil:		
Primary	£2,937	
Secondary KS3		£4,364
Secondary KS4		£4,364
2. Deprivation per eligible Pupil:		
Free School Meals Ever 6	£875	£670
Income Deprivation Affecting Children Index (IDACI):		
IDACI Band 1	£40	£60
IDACI Band 2	£120	£180
IDACI Band 3	£240	£360
IDACI Band 4	£240	£360
IDACI Band 5	£240	£360
IDACI Band 6	£240	£360
3. Prior Attainment per eligible Pupil	£284	£1,125
4. Looked After Children	Not used	Not used
5. English as an Additional Language	£345	£345
6. Pupil Mobility	Not used	Not used
7. Sparsity	Not used	£100,000
8. Lump Sum per School	£126,400	£126,400
9. Split Sites	Not used	Not used
10. Rates - actual cost to school	Actual cost	Actual cost
11. Private Finance Initiative	Not applicable	Not applicable
12. London Fringe	Not applicable	Not applicable
13. Post 16	Not used	Not used
14. Exceptional Premises	Actual cost	Actual cost

- 6.5 Bearing in mind that the funding received per block is not ring fenced, the options for the schools block headroom are as follows:
- (a) No increase to funding rates – all headroom (£607k) transferred to the high needs block.
 - (b) Allocate all the headroom through the AWPU. This would increase the per pupil rate by £32.
 - (c) Allocate all the headroom through the deprivation factor. This would increase the Free School Meal rate by £227 per eligible pupil.
 - (d) Allocate £200k through the AWPU, and/or £406k through the prior attainment and deprivation factors. This would increase the per pupil rate by £10, primary prior attainment rate by £25, Secondary prior attainment rate by £41 and Free School Meal rate by £100.
 - (e) Reduce the AWPU rate by £10 and allocate the resultant headroom (£773k) to the high needs block.
 - (f) Reduce the lump sum by £5,000 and allocate the resultant headroom (£848k) to the high needs block.

6.6 Appendix B shows the impact of each option on individual schools.

6.7 In order to help balance the high needs block budget, it is recommended that the lump sum to all schools be reduced by £5,000. This will contribute £848k to this block. This is not a permanent change and will be reviewed again for 2017/18, alongside any other changes following the Government's consultation on school funding for 2017/18. Appendix C details the proposed formula for this option.

6.8 It should be noted that where schools are already in receipt of minimum funding guarantee, for many this reduction will not impact on them (as shown in Appendix B). The main impact is schools who are gaining funding (through increases in pupil numbers) will not gain as much.

7. Appendices

Appendix A – School Formula – Base Formula Impact

Appendix B – School Formula - Impact of Each Option

Appendix C – Recommended Formula for 2016/17 (EFA Pro forma)

8. Heads Funding Group Recommendation

8.1 The group unanimously agreed the recommendation of reducing the lump sum to all schools by £5,000 in order to help meet the growing demands in the High Needs budget.

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Local Authority Funding Reform Proforma

LA Name: West Berkshire
 LA Number: 869

Pupil Led Factors

1) Basic Entitlement Age Weighted Pupil Unit (AWPU)	Reception uplift	Yes	Pupil Units		26.00	Total	Proportion of total pre MFG funding (%)	Notional SEN (%)				
	Description	Amount per pupil	Pupil Units		Sub Total			Notional SEN (%)				
	Primary (Years R-6)	£2,937.00	13,038.00		£38,292,606	£77,970,094	40.49%	2.08%				
	Key Stage 3 (Years 7-9)	£4,364.00	5,442.00		£23,748,888		25.11%	0.00%				
	Key Stage 4 (Years 10-11)	£4,364.00	3,650.00		£15,928,600		16.84%	0.00%				
2) Deprivation	Description	Primary amount per pupil	Secondary amount per pupil	Eligible proportion of primary NOR	Eligible proportion of secondary NOR	Sub Total	Total	Proportion of total pre MFG funding (%)	Primary Notional SEN (%)	Secondary Notional SEN (%)		
	FSM6 % Primary	£875.00		1,766.97		£1,546,103	£2,929,575	3.10%	50.51%			
	FSM6 % Secondary		£670.00		1,477.12	£989,668			0.00%	0.00%		
	IDACI Band 1	£40.00	£60.00	409.73	385.19	£39,501			0.00%	0.00%		
	IDACI Band 2	£120.00	£180.00	517.70	377.52	£130,079			0.00%	0.00%		
	IDACI Band 3	£240.00	£360.00	190.79	227.68	£127,754			0.00%	0.00%		
	IDACI Band 4	£240.00	£360.00	190.69	140.85	£96,470			0.00%	0.00%		
	IDACI Band 5	£240.00	£360.00	0.00	0.00	£0			0.00%	0.00%		
	IDACI Band 6	£240.00	£360.00	0.00	0.00	£0	0.00%	0.00%				
3) Looked After Children (LAC)	Description	Primary amount per pupil	Secondary amount per pupil	Eligible proportion of primary NOR	Eligible proportion of secondary NOR	Sub Total	Total	Proportion of total pre MFG funding (%)	Primary Notional SEN (%)	Secondary Notional SEN (%)		
	LAC X March 14			78.85		£0	£290,113	0.00%	0.00%			
	EAL 3 Primary	£345.00		745.94		£257,349		0.31%	0.00%			
	EAL 3 Secondary		£345.00		94.97	£32,763		0.00%	0.00%	0.00%		
	Pupils starting school outside of normal entry dates			290.33	0.00	£0						
4) English as an Additional Language (EAL)	Description	Weighting	Amount per pupil	Percentage of eligible Y1-3 and Y4-6 NOR respectively	Eligible proportion of primary and secondary NOR respectively	Sub Total	Total	Proportion of total pre MFG funding (%)	Primary Notional SEN (%)	Secondary Notional SEN (%)		
	Low Attainment % new EFSP	100.00%		34.13%	3,328.91	£945,411	£2,994,362	3.17%	100.00%			
	Low Attainment % old FSP 78		£284.00	15.05%								
	Secondary pupils not achieving (KS2 level 4 English or Maths)		£1,125.00						1,821.29	£2,048,951		100.00%

Other Factors

Factor	Lump Sum per Primary School (£)	Lump Sum per Secondary School (£)	Lump Sum per Middle School (£)	Lump Sum per All-through School (£)	Total (£)	Proportion of total pre MFG funding (%)	Notional SEN (%)	
7) Lump Sum	£121,400.00	£121,400.00			£9,226,400	9.76%	0.00%	0.00%
8) Sparsity factor		£100,000.00			£100,000	0.11%	0.00%	0.00%

Please provide alternative distance and pupil number thresholds for the sparsity factor below. Please leave blank if you want to use the default thresholds. Also specify whether you want to use a tapered lump sum for one or both of the phases.

Distance threshold (miles)	Pupil number average year group threshold	Sparsity factor	Proportion of total pre MFG funding (%)	Notional SEN (%)
Primary distance threshold (miles)	Primary pupil number average year group threshold	Fixed or tapered sparsity primary lump sum?	Fixed	
Secondary distance threshold (miles)	Secondary pupil number average year group threshold	Fixed or tapered sparsity secondary lump sum?	Fixed	
Middle schools distance threshold (miles)	Middle school pupil number average year group threshold	Fixed or tapered sparsity middle school lump sum?	Fixed	
All-through schools distance threshold (miles)	All-through pupil number average year group threshold	Fixed or tapered sparsity all-through lump sum?	Fixed	

9) Fringe Payments		£0	0.00%	
10) Split Sites		£0	0.00%	0.00%
11) Rates		£1,067,930	1.13%	0.00%
12) PFI funding		£0	0.00%	0.00%
13) Sixth Form		£0	0.00%	0.00%

14) Exceptional circumstances (can only be used with prior agreement of EFA)

Circumstance	Total (£)	Proportion of total pre MFG funding (%)	Notional SEN (%)	
Additional lump sum for schools amalgamated during FY15-16	£0	0.00%	0.00%	0.00%
Additional sparsity lump sum for small schools	£0	0.00%	0.00%	
Exceptional Circumstance3	£0	0.00%	0.00%	
Exceptional Circumstance4	£0	0.00%	0.00%	
Exceptional Circumstance5	£0	0.00%	0.00%	
Exceptional Circumstance6	£0	0.00%	0.00%	

Total Funding for Schools Block Formula (excluding MFG Funding Total) (£)	£94,578,474	100.00%	£4,570,698	
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15) Minimum Funding Guarantee (MFG is set at -1.5%)	£523,807	
Apply capping and scaling factors? (gains may be capped above a specific ceiling and/or scaled)	No	
Capping Factor (%)	Scaling Factor (%)	
Total deduction if capping and scaling factors are applied	£0	
	Total (£)	Proportion of Total funding(%)
MFG Net Total Funding (MFG + deduction from capping and scaling)	£523,807	0.55%

High Needs threshold (only fill in if, exceptionally, a high needs threshold different from £6,000 has been approved)	
Additional funding from the high needs budget	£50,000.00
Growth fund (if applicable)	£250,000.00
Falling rolls fund (if applicable)	£40,000.00

Total Funding For Schools Block Formula	£95,102,281
% Distributed through Basic Entitlement	82.44%
% Pupil Led Funding	89.01%
Primary: Secondary Ratio	1 : 1.28

Growth Fund and Falling Rolls Fund 2015/16

Report being considered by: Schools Forum
On: 25/01/2016
Report Author: Claire White
Item for: Information **By:** All Forum Members

1. Purpose of the Report

1.1 To inform School Forum Members of payments made to schools from the Growth Fund and Falling Rolls Fund budget in 2015/16.

2. Recommendation(s)

2.1 To note the payments made and the proposed use of the unspent budget

Will the recommendation require the matter to be referred to the Council or the Executive for final determination?	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
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3. Introduction

3.1 Under current school funding regulations, Local Authorities are allowed to top slice from the Dedicated Schools Grant (DSG) funding for a Growth Fund and Falling Rolls Fund with the approval of their Schools' Forum.

3.2 The Growth Fund is to support primary and secondary maintained schools and Academies *required* to provide extra places/classes in order to meet basic need within the authority, and funding schools where very limited pupil number growth requires an additional class *as set out by infant class size regulations*. It is not payable where schools have chosen to put on an additional class, but actual pupil numbers do not require them to do so. The Schools' Forum agreed the criteria for the 2015/16 Growth Fund at its meeting on 29th September 2014, and set aside a budget of £250,000.

3.3 The Falling Rolls Fund is to support good and outstanding primary and secondary schools with temporary falling rolls due to a population dip and where numbers are expected to rise again in 2 to 3 years time. The Schools' Forum agreed the criteria for the 2015/16 Growth Fund at its meeting on 29th September 2014, and set aside a budget of £40,000

3.4 Following the October 2015 Census, all schools were invited to make a funding request if they felt that their circumstances met the growth fund criteria. A review of the relevant pupil number data by Finance also identified schools that may potentially qualify for funding. To support their applications, schools were asked to submit information regarding increases in class and teacher numbers between the two academic years.

4. Budget and Payments Made 2015/16

- 4.1 Six schools meet the Growth Fund criteria and the relevant payments have been approved by the Head of Education as follows (the detailed calculations are in Appendix A):

Calcot Junior £29,167
 Robert Sandilands £29,167
 Winchcombe £29,167
 Purley £29,167
 John Rankin Junior £29,167
 The Willink £12,728

- 4.2 As experienced last year, no schools are eligible for the Falling Rolls fund. In order to qualify, schools that are experiencing a significant fall in pupil numbers as set out in the criteria need to have a good or outstanding Ofsted rating. There is only one school that meets the criteria, but it is not expected that the fall in pupil numbers will be recovered in the short term.
- 4.3 The overall position on these budgets is as follows:

	Growth Fund	Falling Rolls Fund
DSG Budget Set Aside (including carry forward from 2014/15)	£282,160	£40,000
Less Payments Made	-£158,562	-£0
Unspent Balance	£123,598	£40,000

- 4.4 It is likely that the total under spend of £163,598 will be carried forward and added to next year's growth fund. This is required in order to build up funding to pay for new schools (a new primary school expected to open in September 2017). No additional funding is paid to the local authority in the first year of a new school or as year groups are added, due to the fact that funding is based on the previous year pupil numbers.

5. Appendices

Appendix A – Growth Fund Applications, Calculations and Payments 2015/16

Growth Fund Applications and Payments 2015/16

Criteria:

Infant Class size - Additional class required in autumn term as total number of R, yr 1 and yr 2 pupils has now exceeded a multiple of 30
 OR
 Extra class in September to meet basic need
 OR
 Increase in Admission number in September by 5 or more

Funding:

Infant Class Size - £40,000 per class pro rata from September 2015 (7/12 for maintained schools)
 OR (for extra class) OR (for increase in admission number)
 AWPU pro rata from September 2015 to March 2016: 50% AWPU pro rata from September 2015 to March 2016:
 Primary £2,876 x 7/12 = £1,678 per pupil in additional class Primary £2,876 x 7/12 x 50% = £839 per additional pupil
 Secondary: £4,364 x 7/12 = £2,546 per pupil in additional class Secondary: £4,364 x 7/12 x 50% = £1,273 per additional pupil
 (Maximum set at £50,000 x 7/12 = £29,167) (Maximum set at £25,000 x 7/12 = £14,583)

Calcot Junior									
Year Group:	Pupil Numbers			No. of Classes			No. of Teachers		
	Oct-15	Oct-14	Change	Oct-15	Oct-14	Change	Oct-15	Oct-14	Change
Reception			0			0			0
Year 1			0			0			0
Year 2			0			0			0
SUB TOTAL Infant Classes	0	0	0	0	0	0	0	0	0
Year 3	84	79	5	3	3	0	3	3	0
Year 4	77	58	19	3	2	1	3	2	1
Year 5	57	60	-3	2	2	0	2	2	0
Year 6	53	59	-6	2	2	0	2	2	0
TOTAL All Classes	271	256	15	10	9	1	10	9	1
Classes Required (assuming 30 pupils per class)									
Infants	0	0	0						
Total	10	9	1						
Funding Options:	No.	Rate	Funding	No. Mths	Payment	Max Payable per class:			
Infant Class Funding	0	£40,000	0	7	£0	£23,333			
or									
Additional class	19	£2,876	54,644	7	£31,876	£29,167			
or									
Increase in PAN	0	£1,438	0	7	£0	£14,583			
Reason for funding approved or for not meeting criteria:							Funding Approved:		
school has additional class and teacher required for number of pupils from September 2015							£29,167		

Robert Sandilands									
Year Group:	Pupil Numbers			No. of Classes			No. of Teachers		
	Oct-15	Oct-14	Change	Oct-15	Oct-14	Change	Oct-15	Oct-14	Change
Reception	51	30	21	2	1	1	2	1	1
Year 1	30	30	0	1	1	0	1	1	0
Year 2	30	30	0	1	1	0	1	1	0
SUB TOTAL Infant Classes	111	90	21	4	3	1	4	3	1
Year 3	30	32	-2	1	1	0	1	1	0
Year 4	29	33	-4	1	1	0	1	1	0
Year 5	32	31	1	1	1	0	1	1	0
Year 6	27	29	-2	1	1	0	1	1	0
TOTAL All Classes	229	215	14	8	7	1	8	7	1
Classes Required (assuming 30 pupils per class)									
Infants	4	3	1						
Total	8	8	0						
Funding Options:	No.	Rate	Funding	No. Mths	Payment	Max Payable per class:			
Infant Class Funding	1	£40,000	40,000	7	£23,333	£23,333			
or									
Additional class	21	£2,876	60,396	7	£35,231	£29,167			
or									
Increase in PAN	0	£1,438	0	7	£0	£14,583			
Reason for funding approved or for not meeting criteria:							Funding Approved:		
school has additional class and teacher as required for number of pupils from September 2015							£29,167		
Pay add'l class funding for bulge year due to basic need rather than infant class size									

Winchcombe									
Year Group:	Pupil Numbers			No. of Classes			No. of Teachers		
	Oct-15	Oct-14	Change	Oct-15	Oct-14	Change	Oct-15	Oct-14	Change
Reception	58	60	-2	2	2	0	2	2	0
Year 1	59	59	0	2	2	0	2	2	0
Year 2	60	56	4	2	2	0	2	2	0
SUB TOTAL Infant Classes	177	175	2	6	6	0	6	6	0
Year 3	56	45	11	2	3	-1	2	3	-1
Year 4	44	42	2	2		2	2		2
Year 5	37	33	4		1	2		1	2
Year 6	33	27	6	3	1	-1	3	1	-1
TOTAL All Classes	347	322	25	13	11	2	13	11	2
Classes Required (assuming 30 pupils per class)									
Infants	6	6	0						
Total	12	11	1						
Funding Options:	No.	Rate	Funding	No. Mths	Payment	Max Payable per class:			
Infant Class Funding		£40,000	0	7	£0	£23,333			
or									
Additional class	25	£2,876	71,900	7	£41,942	£29,167			
or									
Increase in PAN		£1,438	0	7	£0	£14,583			
Reason for funding approved or for not meeting criteria:						Funding Approved:			
school has additional class and teacher as required for number of pupils (yr 3 to 6) from September 2015						£29,167			

Purley									
Year Group:	Pupil Numbers			No. of Classes			No. of Teachers		
	Oct-15	Oct-14	Change	Oct-15	Oct-14	Change	Oct-15	Oct-14	Change
Reception	17	15	2			0			0
Year 1	15	19	-4	2	2	0	2	2	0
Year 2	19	21	-2			0			0
SUB TOTAL Infant Classes	51	55	-4	2	2	0	2	2	0
Year 3	23	15	8	1	1	0	1	1	0
Year 4	17	8	9	1		1	1		1
Year 5	9		9			0			0
Year 6			0			0			0
TOTAL All Classes	100	78	22	4	3	1	4	3	1
Classes Required (assuming 30 pupils per class)									
Infants	2	2	0						
Total	4	3	1						
Funding Options:	No.	Rate	Funding	No. Mths	Payment	Max Payable per class:			
Infant Class Funding		£40,000	0	7	£0	£23,333			
or									
Additional class	22	£2,876	63,272	7	£36,909	£29,167			
or									
Increase in PAN		£1,438	0	7	£0	£14,583			
Reason for funding approved or for not meeting criteria:						Funding Approved:			
school has additional class and teacher as required for number of pupils (yr 3 to 6) from September 2015						£29,167			

John Rankin Junior									
Year Group:	Pupil Numbers			No. of Classes			No. of Teachers		
	Oct-15	Oct-14	Change	Oct-15	Oct-14	Change	Oct-15	Oct-14	Change
Reception			0			0			0
Year 1			0			0			0
Year 2			0			0			0
SUB TOTAL Infant Classes	0	0	0	0	0	0	0	0	0
Year 3	79	54	25	3	2	1	3	2	1
Year 4	56	60	-4	2	2	0	2	2	0
Year 5	57	56	1	2	2	0	2	2	0
Year 6	58	57	1	2	2	0	2	2	0
TOTAL All Classes	250	227	23	9	8	1	9	8	1

Classes Required (assuming 30 pupils per class)						
Infants	0	0	0			
Total	9	8	1			
Funding Options:	No.	Rate	Funding	No. Mths	Payment	Max Payable per class:
Infant Class Funding		£40,000	0	7	£0	£23,333
or						
Additional class	25	£2,876	71,900	7	£41,942	£29,167
or						
Increase in PAN		£1,438	0	7	£0	£14,583
Reason for funding approved or for not meeting criteria:						Funding Approved:
school has additional class and teacher as required for number of pupils (yr 3 to 6) from September 2015						£29,167

Theale Primary									
Year Group:	Pupil Numbers			No. of Classes			No. of Teachers		
	Oct-15	Oct-14	Change	Oct-15	Oct-14	Change	Oct-15	Oct-14	Change
Reception	45	44	1	3	3	0	3	3	0
Year 1	42	41	1						
Year 2	39	47	-8	3	2	1	3	2	1
SUB TOTAL Infant Classes	126	132	-6	6	5	1	6	5	1
Year 3	47	30	17		1	-1			0
Year 4	31	32	-1	1	1	0	1	1	0
Year 5	31	32	-1	1	1	0	1	1	0
Year 6	32	30	2	1	1	0	1	1	0
TOTAL All Classes	267	256	11	9	9	0	9	8	1
Classes Required (assuming 30 pupils per class)									
Infants	5	5	0						
Total	9	9	0						
Funding Options:	No.	Rate	Funding	No. Mths	Payment	Max Payable per class:			
Infant Class Funding		£40,000	0	7	£0	£23,333			
or									
Additional class		£2,876	0	7	£0	£29,167			
or									
Increase in PAN		£1,438	0	7	£0	£14,583			
Reason for funding approved or for not meeting criteria:						Funding Approved:			
Doesn't meet criteria - no. of classes and teachers are as required for no. of pupils and have not increased from last year						£0			

The Willows									
Year Group:	Pupil Numbers			No. of Classes			No. of Teachers		
	Oct-15	Oct-14	Change	Oct-15	Oct-14	Change	Oct-15	Oct-14	Change
Reception	61	59	2	2	2	0	2	2	0
Year 1	60	49	11						
Year 2	53	54	-1	4	4	0	4	4	0
SUB TOTAL Infant Classes	174	162	12	6	6	0	6	6	0
Year 3	49	42	7						
Year 4	45	32	13	4	3	1	4	3	1
Year 5	34	33	1						
Year 6	31	22	9	3	3	0	3	3	0
TOTAL All Classes	333	291	42	13	12	1	13	12	1
Classes Required (assuming 30 pupils per class)									
Infants	6	6	0						
Total	12	10	2						
Funding Options:	No.	Rate	Funding	No. Mths	Payment	Max Payable per class:			
Infant Class Funding		£40,000	0	7	£0	£23,333			
or									
Additional class		£2,876	0	7	£0	£29,167			
or									
Increase in PAN		£1,438	0	7	£0	£14,583			
Reason for funding approved or for not meeting criteria:						Funding Approved:			
Although the school has additional class and teacher, pupil numbers do not require this, so no additional funding approved						£0			

The Willink									
Year Group:	Pupil Numbers			No. of Classes			No. of Teachers		
	Oct-15	Oct-14	Change	Oct-15	Oct-14	Change	Oct-15	Oct-14	Change
Year 7	183	177	6			0	9.08	8.68	0.40
Year 8	180	163	17			0			0
Year 9	165	169	-4			0			0
Year 10	166	160	6			0			0
Year 11	164	174	-10			0			0
TOTAL All Classes	858	843	15	0	0	0	9	9	0
Classes Required (assuming 30 pupils per class)									
Total	29	29	0						
Funding Options:	No.	Rate	Funding	No. Mths	Payment	Max Payable per class:			
Additional class		£2,876	0	7	£0	£29,167			
or									
Increase in PAN	10	£2,182	21,820	7	£12,728	£14,583			
Reason for funding approved or for not meeting criteria:						Funding Approved:			
PAN has increased by 10 from 170 to 180 from September 2015						£12,728			

Schools Forum and Heads Funding Group Forward Plan – March 2016 to June 2016

No.	Item	Purpose	Heads Funding Group deadline	Heads Funding Group meeting	Schools Forum reports deadline	Schools Forum meeting	Comments	Lead Officer(s)
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Term 4

1.	Work Programme 2016/17				04 February 16	14 March 16		Jo Reeves/ Claire White
2.	DSG Monitoring 2015/16 Month 10				04 February 16	14 March 16		Claire White
3.	Final arrangements for PRUs		23 February 16	01 March 16	04 February 16	14 March 16	To be incorporated into High Needs Final Arrangements	Cathy Burnham
4.	Early Years Budget 2016/17		23 February 16	01 March 16	04 February 16	14 March 16		Avril Allenby
5.	High Needs Budget 2016/17		23 February 16	01 March 16	04 February 16	14 March 16		Jane Seymour
6.	DSG Budget for 2016/17		23 February 16	01 March 16	04 February 16	14 March 16		Claire White

Term 5

7.	Scheme for Financing Schools 2016/17				27 May 16	06 June 16	Decision	Claire White
8.	Trade Union Facilities Time - Annual Report for 2015/16				27 May 16	06 June 16	Information	Ian Pearson/ Robert O'Reilly
9.	Vulnerable Children's Fund - Annual Report for 2015/16				27 May 16	06 June 16	Information	Cathy Burnham
10.	School Financial Value Standard - Annual Report for 2015/16				27 May 16	06 June 16	Information	Ian Priestley
11.	DSG Outturn 2015/16				27 May 16	06 June 16	Decision	Ian Pearson

Schools Forum and Heads Funding Group Forward Plan – March 2016 to June 2016

No.	Item	Purpose	Heads Funding Group deadline	Heads Funding Group meeting	Schools Forum reports deadline	Schools Forum meeting	Comments	Lead Officer(s)
12.	School Balances 2015/16		18 May 16	25 May 16	27 May 16	06 June 16	Discussion	Claire White
13.	School Forumla 2017/18 Options		18 May 16	25 May 16	27 May 16	06 June 16	Discussion	Claire White
14.	School Funding Arrangements for 2017/18 (DfE consultation)		18 May 16	25 May 16	27 May 16	06 June 16	Discussion	Claire White