

Notice of Meeting

Schools Forum

Monday 5 December 2016 at 5.00pm
in Shaw House Church Road Newbury
RG14 2DR

Date of despatch of Agenda: Monday, 28 November 2016

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Jo Reeves / Jessica Bailiss on (01635) 519486 / 503124

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Agenda - Schools Forum to be held on Monday, 5 December 2016 *(continued)*

Forum Members: Reverend Mark Bennet, Ben Broyd, Anthony Chadley, Jonathon Chishick, Catie Colston, Chris Davis, Paul Dick, Lynne Doherty, Antony Gallagher, Keith Harvey, Reverend Mary Harwood, Angela Hay, Jon Hewitt, Peter Hudson, Stacey Hunter, Brian Jenkins, Mollie Lock, Sheilagh Peacock, Derek Peale, Chris Prosser, David Ramsden, Graham Spellman (Vice-Chairman), Bruce Steiner (Chairman), Suzanne Taylor, Keith Watts and Charlotte Wilson

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Andy Day
Head of Strategic Support

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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, 10 OCTOBER 2016**

Forum members Present: Reverend Mark Bennet, Ben Broyd, Fadia Clarke, Catie Colston, Jacquie Davies (Substitute) (In place of Stacey Hunter), Chris Davis, Paul Dick, Antony Gallagher, Brandon Hanlon (Substitute) (In place of Jon Hewitt), Keith Harvey, Reverend Mary Harwood, Angela Hay, Peter Hudson, Brian Jenkins, Sheilagh Peacock, Chris Prosser, David Ramsden, Graham Spellman (Vice-Chairman), Bruce Steiner (Chairman), Suzanne Taylor and Keith Watts

Also Present: Avril Allenby (Early Years Service Manager), Rachael Wardell (Corporate Director - Communities), Claire White (Finance Manager (Schools)) and Annette Yellen (Accountant for Schools Funding and the DSG), Stephen Chard (Policy Officer), Councillor Lynne Doherty (Executive Portfolio: Children and Young People) and Councillor Mollie Lock (Shadow Executive Portfolio: Education and Young People, Adult Social Care)

Apologies for inability to attend the meeting: Councillor Anthony Chadley, Jon Hewitt, Stacey Hunter, Derek People, Ian Pearson and Charlotte Wilson

PART I

39 Minutes of previous meeting dated 11 July 2016

The minutes of the previous meeting held on 11 July 2016 were approved as a true and correct record and signed by the Chairman.

40 Actions arising from previous meetings

The Forum noted progress made against actions arising from previous meetings.

Actions 1 and 3 were noted as completed.

An update had been provided from Cathy Burnham for Action 2 (All schools would be asked to provide a case study regarding the impact of the Vulnerable Children's Fund) and this was read out by the Chairman, as follows:

A survey was sent out to a randomly selected group of schools at the start of the new term and replies were awaited. There was therefore nothing further to report at the moment but the action was currently underway and the result would be ready for dissemination to the Schools Forum by the next meeting.

41 Declarations of Interest

There were no declarations of interest received.

42 Membership

The Chairman congratulated David Ramsden, Jon Hewitt and Brian Jenkins on their reappointment to the Schools Forum by their respective membership groups. Councillor Lynne Doherty, Portfolio Holder for Children and Young People, was also welcomed to the Forum.

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It was noted that an election had commenced to appoint one Primary Governor Representative. However, one of the two candidates had withdrawn and therefore Jonathan Chishick was elected as Primary Governor Representative.

A vacancy remained for a Secondary Governor representative as to date no candidates had come forward. Claire White asked the Maintained Secondary School Headteachers present to highlight this vacancy with their respective Governing Bodies.

RESOLVED that Chris Prosser and David Ramsden would inform their respective Governing Bodies of the Secondary Governor vacancy on the Schools Forum.

43 Schools Funding Arrangements 2017/18

The Forum considered a report (Agenda Item 6) which sought approval of the proposals for the primary and secondary school funding arrangements for 2017/18 and the briefing/consultation document to go out to schools.

Claire White explained that due to delays following the political upheaval caused by the European Referendum, the proposed change to a national school funding formula would not be going ahead in 2017/18 and had been put on hold for a year. A second stage consultation was expected in the autumn term.

The Government announced the funding arrangements for 2017/18 on 21st July 2016. No changes were proposed which would affect West Berkshire, but local authorities would still be required to review their formula and consult with schools. The 31st October deadline had been removed this year and the submission date of the 2017/18 formula to the Education Funding Agency (EFA) was 20th January 2017.

(Suzanne Taylor joined the meeting at 5.10pm).

The consultation document proposed to go out to schools detailed the current formula and explained the rationale for the proposals for 2017/18. Schools would be invited to comment on the proposals by the deadline date of 8 November 2016. In summary, the proposals, agreed at Heads Funding Group, were:

- No change to the formula factors used.
- If there was a funding shortfall, this would be addressed by adjusting the basic entitlement rate (per pupil funding) downwards, meaning all schools would have a proportional cut to their budgets according to the size of their school.
- If there was additional funding available, that for the first £848k, 55% would be added to the basic entitlement (per pupil funding) and 45% added back to the lump sum. This was in proportion to the deduction that was made to school budgets in 2016/17 to transfer funding to the High Needs Block. Any additional funding over this amount would be added to the basic entitlement.

The Forum was asked to approve the proposals and the consultation document to go out to schools. The Forum, at its December 2016 meeting, would then determine the final proposal after reviewing comments received from schools. The report would then proceed to the Council's Executive in January 2017 for a final decision.

Paul Dick commented that the proposals/the consultation document were approved by the Heads Funding Group.

Claire White then highlighted key points within the consultation document:

- Paragraph 2.2 stated that compared to other local authorities, West Berkshire was not an outlier in terms of the formula factors used and the funding rates applied to the main factors, although West Berkshire's rate for every factor was below average. Of the two main factors, the primary basic entitlement was £2,937 per pupil compared to

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the national average of £3,044; the secondary basic entitlement was £4,364 per pupil compared to the national (weighted) average of £4,404. The primary and secondary lump sum was £121,400 per school compared to the national averages of primary £129,923 and secondary £142,281. It was noted that national averages had increased mainly due to additional funding that the lowest funded local authorities had received. This had resulted in West Berkshire receiving below average funding and it was therefore the expectation that West Berkshire might receive a higher allocation under a national funding formula.

- It was proposed in paragraph 3.2 that there should be no changes to the West Berkshire formula factors in 2017/18 and, if at all possible, the funding rates should remain the same. Reasons for this included prevention of turbulence in school budget allocations. A change in allocations could see some schools going into deficit for reasons completely outside their control.
- Paragraph 3.5 noted a number of reasons why the total amount of funding available for allocation to schools might change compared to the £95.1m allocated to schools in 2016/17. These included:
 - The Dedicated Schools Grant (DSG) was based on the number of pupils in the October census, this might be higher or lower than the previous year affecting the total funding received.
 - Some factors might increase by default, leaving less funding for other factors, e.g. if there were any claims for exceptional premises funding from qualifying schools and if rates bills went up significantly.
 - The amount of funding required for centrally retained services that were also funded from the Schools Block DSG might change. In 2017/18 services previously funded by the retained duties element of the Education Services Grant (ESG), mainly education welfare services and asset management, were moving into the DSG which might have an impact if there was a mismatch between funding added to the DSG and the actual cost of these services.
 - There was a new primary school to be funded from September 2017, for which no additional funding was provided.
- Additional funding outside the School Formula was outlined.
- De-delegations for 2017/18 were also clarified. This was where maintained schools could collectively opt for services to be de-delegated to the local authority, allowing funding to be centrally retained for the benefit of all maintained primary and secondary schools. It was proposed that CLEAPPS (Consortium of Local Education Authorities for the Provision of Science Services) would become a new de-delegated service rather than an individual buy back, which might result in savings for most schools.

Paul Dick queried whether rate increases were set by West Berkshire Council or if this was Government led. Claire White clarified that rates were set by the Valuation Office and all schools had been revalued. Rachael Wardell added that this fell outside of the Council's control.

Peter Hudson proposed acceptance of the recommendation to agree the consultation proposals and the consultation document to go out to schools. The proposal was seconded by Catie Colston.

RESOLVED that the proposals set out in paragraph 4.3 of the report and the consultation document to go out to schools were approved by the Schools Forum.

44 Dedicated Schools Grant - Overview of Changes for 2017/18

The Forum considered a report (Agenda Item 7) which set out the changes known so far to the Dedicated Schools Grant (DSG) in 2017/18.

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Claire White explained that the proposal for changes to schools funding were now not going ahead in 2017/18, although there would be changes to the funding of the Schools Block. A second stage consultation was expected in the autumn with proposals for 2018/19. A consultation on changes to early years funding from 2017/18 closed on 22 September 2016 and significant changes were proposed. A second stage consultation on high needs funding was still due by the end of the year, however the timetable had been delayed and no changes were expected until 2018/19.

The Department for Education (DfE) carried out an exercise in the spring to re-base the funding blocks. Changes had been made to the base line funding for each block in line with how the 2016/17 DSG allocation was being spent. This had moved funding from the Schools Block to the High Needs Block (HNB) following the Forum's decision to fund high needs pressures in 2016/17 from the Schools Block.

The Schools Block per pupil rate for 2017/18 had been confirmed as £4,348.43 compared to £4,368.03 in 2016/17. Assuming the same number of pupils in 2017/18, this was a reduction of £434k. The HNB had received an additional £1.021m, so in effect West Berkshire had overall gained funding from this exercise.

Claire White continued that the surprise change was the moving of the Education Services Grant (ESG) into the DSG from 2017/18. Although Claire pointed out that the responses to the relevant questions in the consultation to support this had not yet been published.

The ESG currently received by local authorities was made up of two elements: General Funding Rate and Retained Duties. The General Funding Rate was to cover statutory duties carried out for maintained schools which included school improvement, finance, HR and health and safety. Academies received this funding direct. In 2016/17, the Local Authority (LA) funding rate was £77 for mainstream pupils (£327.25 for special schools, £288.75 for PRUs) and West Berkshire's grant totalled £1,472,345. Adjustments were made during the year as and when schools converted to Academies. However, from September 2017, the local authority would no longer receive the general funding rate. Academies would have their equivalent grant removed from this date, but would receive protection until 2020.

School funding regulations would be amended to allow LAs to meet the cost of these duties from the Schools Block DSG (although there would be no additional funding for the general funding duties). This would be a top slice from maintained school's individual school budgets at a single rate per pupil, and would put maintained schools onto an equivalent charging arrangement as academies. The top slice would need to be agreed by the maintained school members of the Forum.

In terms of Retained Duties, from April 2017 this element would be added to the DSG (at £15 per pupil) and the cost of the eligible services would be met from the Schools Block DSG. The impact of this was expected to be minimal.

Reverend Mark Bennett queried whether there would be scope for the Forum to determine how some elements of the DSG could be spent. Claire White confirmed this would be the case for some non-statutory elements.

Graham Spellman was concerned that general funding would no longer be received by local authorities, in particular funding identified for School Improvement work. Budget reductions limited efforts to improve schools. Claire White advised that schools might have the option to buy back this service and a more detailed report would be provided to the Forum in December 2016 when it was hoped that further detail would be provided by Government.

Reverend Mary Harwood commented that these changes would present further difficulties for the viability of small schools. Claire White agreed that while the funding

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allocation for small schools would not be changed, additional pressures would be unfunded.

Early Years Block - Funding for three and four year olds was currently based on a historical rate per child (counted in the January census) and was different for every LA. The recent consultation proposed a new formula re-calculating the rate for every LA. Claire White pointed out that the revised calculation would leave West Berkshire's rate below the average when it should be well above when considering that West Berkshire was a high cost region.

West Berkshire Council's response to the consultation had highlighted this concern and it was hoped that the rate would be increased.

Although the rate of funding for West Berkshire for three and four year olds was proposed to increase to £4.70 from £4.13, this additional funding would only serve to help plug the current funding gap and it might prove necessary to cut funding for providers. This would be covered in further detail as part of the next agenda item.

High Needs Block - Funding arrangements for 2017/18 stated that there would be no reduction to the 2017/18 allocation for the HNB. No decision had been made on how any additional funding would be allocated to local authorities and this allocation (if any) would be notified in December 2016. Savings would be required in this block if no additional funding was allocated.

Appendix A to the report modelled a year on year comparison using the current information about the DSG allocation for 2017/18.

The Schools Block was modelled on October 2015 pupil numbers, and on that basis there would be enough funding to maintain current formula funding rates and the current centrally retained budget. However, this assumed that the additional funding for ESG retained duties would cover the actual cost and that the formula funding for the new primary school proposed to open in September 2017 could be met largely from the balance held in the growth fund.

An overspend was forecast in the early years block but this would need to be met by the grant. The early years block was also overspending in the current financial year.

As mentioned above, it was assumed that the HNB would be unchanged, but an increase was hoped for.

It was also noted that the review of Pupil Referral Units would hopefully achieve savings and these had yet to be factored into these discussions.

Reverend Bennett queried contingency plans if budgets remained inadequate. Claire White advised that a HNB Task Group had been formed and David Ramsden advised that Terms of Reference had been agreed for this work. Paul Dick asked that the minutes of these meetings be shared with the Forum. Bruce Steiner commented that this work was not straight forward when considering current levels of uncertainty.

Brian Jenkins stated his view that the sustainability of early years providers was a matter of considerable concern in light of current funding expectations.

RESOLVED that the report be noted.

45 **Early Years Funding Consultation**

The Forum considered a report (Agenda Item 8) which provided a briefing on the early years funding consultation and outlined implications for West Berkshire providers if the proposals set out in the consultation were implemented.

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All local authorities were currently funded at different rates for three and four year olds, ranging from £3,080 per (FTE) child in Solihull to £8,713 per (FTE) child in Camden. West Berkshire received £3,911. The funding received was based on the number of children recorded in the January census week (5/12 from the previous January, 7/12 from the current year January). The final allocation was confirmed and adjustment made in the June following the end of the financial year.

Local authorities (LAs) distributed the funding to providers based on their own local formula, using a wide variety of methodologies. It was largely paid as an hourly rate according to the actual number of hours of provision. Thus the funding received (based on a proxy number in January) did not match the funding distributed and some LAs "profited", others lost.

The Government proposed that the funding to be allocated to LAs would be based on a new national formula with the Government view that this would be more equitable. There would be a universal base rate plus an additional needs rate which would be added together and multiplied by an area cost adjustment. The methodology used to distribute funding to providers would be prescribed by the Government with little local flexibility.

The funding formula for two year olds would not change, and LAs could continue to use their existing method to allocate to providers. Additional funding would be added and distributed through the existing formula.

The consultation also contained proposals for meeting the needs of disabled children through a disability access fund, and for local authorities to establish an inclusion fund to support children with special educational needs. Early year's pupil premium grant would continue to be funded separately.

What the consultation failed to address was that due to the mismatch between funding received (based on children counted in January census week) and the funding distributed (based on actual number of hours of provision), the hourly funding rate paid to providers might be significantly different to the funding rate received, and would fluctuate year on year. It continued to be an unfair system where some LAs could receive significantly more funding than they needed, and others significantly less.

Claire White concluded that the changes were not a good or fair deal for West Berkshire and felt that the data was flawed. The funding rate proposed for West Berkshire was below average, when it should be well above the average. Many providers would see a reduction in their funding, some significantly. In the last few years the funding rate the LA used for providers had been maintained due to using unspent two year old funding; the increase in the LA funding rate proposed would just plug this gap. When the Government stated that most providers would see an increase in the funding they received this was based on comparing proposed LA funding rates to current LA funding rates and not what providers were actually currently receiving.

The formula West Berkshire currently used to distribute funding to providers would need to completely change, using one base rate instead of five, meaning higher cost provision would be funded at the same rate as lower cost providers. Quality rates would also be removed and this would again impact on provision with a likely use of unqualified/lower qualified staff in order to reduce costs.

The Council had responded to the consultation, which closed on 22 September 2016, highlighting concerns and providers had been encouraged to do likewise. Significant issues would be created if the allocation was not increased with a high risk that many providers would be unable to afford to continue to provide the free entitlement, and a risk that there would not be a sufficient number of places, particularly for the 30 hour provision for those families that qualified.

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Once the final arrangements were announced by Government, the LA would need to consult with all providers on its proposals for implementing changes. The new formula would need to be implemented within two years.

Suzanne Taylor highlighted the concern that a reduced funding rate would be coupled with a requirement to provide additional free sessions.

Brian Jenkins commented that service improvements could best be achieved by qualified members of staff. This was less so the case with unqualified staff. He added that the potential financial impact (if the allocation was not adjusted) would be dramatic, with the viability of nurseries and provision for children of real concern.

Brian Jenkins queried when it was anticipated that final arrangements would be announced by Government. Claire White responded that the Government had provided no indication of a timeframe. Bruce Steiner was hopeful that the Council's lobbying would prove effective.

Reverend Mark Bennett queried how the area cost adjustment had been formed. Claire White advised that no explanation had been provided of this.

Reverend Bennett then queried whether statutory duties in terms of providing sufficient places could be adhered to based on current funding information. Annette Yellen explained that local authorities had a statutory duty to provide places, but this would be at risk if the number of providers reduced and it was not possible to provide the additional free hours required. Local factors also needed to be taken into account, these included children/families eligible for free school meals and those in receipt of Disability Living Allowance.

Reverend Bennett asked how places would be covered/funded if sufficient provision was not available. Claire White explained that places would need to be funded from the DSG.

Paul Dick noted that a Government priority was to increase provision and provide extra funding for two year olds and queried efforts made to grow places for this age group. Annette Yellen advised that West Berkshire's provision for two year olds had increased and was above the national average. This did however remain as a high priority.

Graham Spellman queried how places would be covered if there were an insufficient number of providers/places. Rachael Wardell commented that Central Government would likely characterise this as a market failure. Brian Jenkins responded to that Government view by stating that the market was available and the failure was one of insufficient funding. He continued that provision of early years places was a statutory requirement and if these could not be provided by the private sector then this requirement would have to be fulfilled by schools at a higher cost (due to staffing costs). It was therefore important that private provision was funded appropriately and not reduced. Funding was a major concern moving forward should the proposed rate be confirmed and it was hoped that final arrangements would be confirmed in the near future.

Keith Watts queried whether other local authorities were in a similar position to West Berkshire. Claire White explained that she was unclear on this point at the present time; however she would shortly be attending meetings with her counterparts to better understand this. Keith Watts felt that it would be useful for collaborative lobbying by providers, the Council etc. Keith also felt that it would be helpful if Local Authority Councillors could also raise concerns with Government.

Peter Hudson queried whether the Forum could make a representation on this matter. Claire White advised that the Council had already raised concerns as part of the consultation response. A Forum response could be considered post receipt of the Government's final allocation.

RESOLVED that the report be noted.

46 DSG Monitoring 2016/17 Month 5

(Paul Dick left the meeting at 5.57pm).

The Forum considered a report (Agenda item 9) regarding the DSG Monitoring for Month 5 of 2016/17. This was a regular report to the Forum.

As at the end of August 2016 there were no variances emerging in any of the spending blocks compared to the budget set. Claire White added that it was too early in the academic year to assess whether the DSG budget would continue to be on-line. Most funding changes occurred in the autumn term and a clearer picture would therefore emerge from Month 6.

The forecast overspend on grant income of £697k as at Month 3 was due to the Forum's decision in March 2016 to allocate out more grant than that expected to enable the continuation of some key high needs services and therefore a two year view needed to be taken on the budget. It was forecast that the 2016/17 overspend could be met from the 2017/18 DSG allocation.

This overspend on grant income had increased by a further £303k and this was due to the January 2016 early years PVI census returning a lower number than that estimated in the budget. The Council became aware of this in July 2016 and this had resulted in a claw back of funding relating to 2015/16 (£91k) and a lower estimate of funding for 2016/17.

In terms of further pressures, these were not significant within the Schools Block. As noted earlier in the meeting, the Early Years Block was currently forecasting an overspend. A growing pressure in the High Needs Block were charges for hospital tuition (in private settings) and the level/nature of these charges were currently being investigated.

David Ramsden queried the costs involved for hospital tuition. Rachael Wardell explained that these varied from setting to setting, but there was consistently a high daily rate. These costs were regularly challenged. In terms of actual spend, Claire White explained that the cost in 2015/16 was £20k and this was unbudgeted. A £20k budget had been set up for 2016/17. David Ramsden queried whether the £20k cost in 2015/16 covered a full financial year and therefore whether the 2016/17 provision was adequate. Rachael Wardell noted this point and the Education Service would provide confirmation.

Graham Spellman queried that given the increase in rateable values, whether schools could apply for Business Rate relief from the Council. Claire White advised that Business Rates were paid to Government and only a proportion was paid back to the local authority.

RESOLVED:

- that the report be noted; and
- Information would be provided from the Education Service to confirm whether the £20k figure for 2015/16 for hospital tuition costs covered a full financial year and therefore whether the 2016/17 provision of £20k was adequate.

47 Forward Plan

RESOLVED that the Forward Plan for the next two meetings be noted.

48 Any Other Business

This item was not discussed.

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49 Date of the next meeting

The next meeting would be held on Monday 5th December 2016, 5pm at Shaw House.

(The meeting commenced at 5.00 pm and closed at 6.06 pm)

CHAIRMAN

Date of Signature

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Agenda Item 3

ACTIONS ARISING FROM PREVIOUS SCHOOLS' FORUM MEETINGS

Shaded rows are completed actions.

Ref No.	Date – Item.	Action	Officer	Comment / Update
1.	11/07/16 Vulnerable Children's Grant Annual Report 2015/16	All schools would be asked to provide a case study regarding the impact of the Vulnerable Children's Fund.	Cathy Burnham	10/10/16 - <i>A survey was sent out to a randomly selected group of schools at the start of the new term and replies were awaited. There was therefore nothing further to report at the moment but the action was currently underway and the result would be ready for dissemination to the Schools Forum by the next meeting (December 2016).</i>
2.	10/10/16 Membership	Chris Prosser and David Ramsden would inform their respective Governing Bodies of the Secondary Governor vacancy on the Schools Forum.	Chris Prosser/ David Ramsden	
3.	10/10/16 DSG Monitoring 16/17	Information would be provided from the Education Service to confirm whether the £20k figure for 2015/16 for hospital tuition costs covered a full financial year and therefore whether the 2016/17 provision of £20k was adequate.	Claire White	

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School Formula Proposals 2017/18

Report being considered by: Schools Forum

On: 05/12/2016

Report Author: Claire White, Ian Pearson

Item for: Decision **By:** All Forum Members

1. Purpose of the Report

- 1.1 To set out the proposal for the primary and secondary school funding formula for 2017/18, following the consultation held with schools. The formula agreed by the Schools' Forum will be submitted to the Council's Executive for decision in January.

2. Recommendation(s)

- 2.1 To agree the proposals as set out in paragraph 4.1 of this report.

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

- 3.1 As previously reported, the proposed change to a national school funding formula will not be going ahead in 2017/18 and has been put on hold for a year. No significant changes are therefore being made to the funding arrangements for primary and secondary schools in 2017/18.
- 3.2 Local authorities are, however, still required to review their formula and consult with schools. Following the review of the formula at the last meeting of the Schools' Forum, a briefing and consultation document (attached in Appendix A) was sent out to schools on 11th October. The closing date for responses was 8th November.
- 3.3 The Council's Executive will make the final decision on 19th January 2017 with submission of the formula due to the Education Funding Agency (EFA) on 20th January 2017.

4. Proposals

- 4.1 In summary, the proposals agreed at the last Schools' Forum that went out for consultation were:
- No change to the formula factors used.
 - If there is a funding shortfall, this is addressed by adjusting the basic entitlement rate (per pupil funding) downwards, so all schools have a proportional cut to their budgets according to the size of their school.
 - If there is additional funding available, that for the first £848k, 55% be added to the basic entitlement (per pupil funding) and 45% be added back to the

lump sum. This is in proportion to the deduction that was made to school budgets in 2016/17 to transfer funding to the high needs block. Any additional funding over this amount will be added to the basic entitlement.

- 4.2 There were four responses from schools to the consultation.
- 4.3 The proposals have also been taken to the Council's Operations Board, who has agreed to them in principle.
- 4.4 All four schools responding agreed to the formula factors remaining the same. One school commented on the weighting given to deprivation factors being low and well below average. However, West Berkshire's funding rates are all below average and to target more funding through deprivation factors would take funding away from other factors and destabilise funding for many schools. This issue should be addressed through the national formula.
- 4.5 One school did not agree with the methodology of addressing a deduction in funding. Their first alternative proposal is that if a deduction has to be made, the first £443k should be met from the High Needs Block as the Schools Block base funding has been reduced by this amount in 2017/18 and added to the High Needs block base. A second proposal given is that even if no deduction has to be made to school budgets, there should still be a transfer of this funding from the High Needs Block, as the original decision for 2016/17 was never intended to apply for 2017/18 as well, with the expectation that the national formula would be in place by then. The detailed response is in Appendix B.
- 4.6 As these alternative proposals are about the allocation of funding between blocks, this option needs to be considered after the position of the High Needs Block has been reviewed, bearing in mind that a view has to be taken on the schools block before knowing the final funding position of the High Needs Block.
- 4.7 The actual funding available for the Schools Block and High Needs Block DSG will be announced by the Government by mid December. The Council will agree the final formula and funding rates in January taking into account the principles recommended by the Schools' Forum.

5. Conclusion

- 5.1 It is disappointing that the national funding formula has been delayed, meaning another year of uncertainty and a funding freeze creating a real term cut to school budgets. It is apparent through numerous recent press articles that nationally, schools are struggling to set balanced budgets.

6. Appendices

Appendix A – Primary and Secondary Schools Funding - Proposed Funding Arrangements for 2017/18: Briefing and Consultation Document for Schools.

Appendix B – Alternative Proposals

Primary and Secondary Schools Funding Proposed Funding Arrangements for 2017/18

Briefing & Consultation Document for Schools October 2016

1. Introduction

1.1 The Department for Education (DfE) launched a first stage consultation in March 2016, with the intention of reforming school funding, commencing April 2017. However, due to Political changes in June, this programme of change has been delayed. The second stage consultation is due in the autumn, with resultant changes due to be implemented from April 2018.

1.2 The schools revenue funding arrangements for 2017/18 were announced by the Government on 21st July 2016. As the expectation is for significant change from April 2018, there are no changes in respect of the primary and secondary formula that affect West Berkshire schools, other than some underlying data changes which may affect individual school allocations. There will however, be changes to early years funding and the formula for three and four year olds.

1.3 Although the Government is still upholding its manifesto pledge of “flat” cash year on year allocations per pupil, following a base lining exercise carried out by the DfE in March 2016, allocations for each of the three Dedicated Schools Grant (DSG) funding blocks have been rebased according to how each local authority is spending its in-year allocation. This has moved funding from the schools block and into the high needs block (for background and more detailed information on school funding, see **Appendix A** – An Explanation of the DSG).

1.4 The detail of the school revenue funding arrangements for 2017/18 can be accessed on this Government webpage:
<https://www.gov.uk/government/publications/schools-funding-arrangements-2017-to-2018>.

1.5 As well as this document providing a briefing on the proposed local arrangements for 2017/18, schools are also invited to make comments on five specific areas, as highlighted in boxes within the text. Please e-mail your response to Claire White, Schools’ Finance Manager
claire.white@westberks.gov.uk by **8th November 2016**. In order for the Schools’ Forum to consider a suggestion for change, it should be accompanied by clear rationale on why your proposal is a better solution and

fair and equitable for all schools in West Berkshire Council (WBC), and not just for your own individual school. You should also check that it falls within the current funding regulations.

2. Current Formula and 2016/17 Funding Rates

2.1 Table 1 shows the current WBC formula factors used and the relevant funding rates, alongside the 2016/17 average funding rate per factor for all local authorities and the range of rates used by the majority of LAs:

Table 1: West Berkshire Formula 2016/17 and Average Funding Rates Used by all LAs

Factor	WBC Funding Rate	Units (no. of pupils unless specified)	WBC Funding	Main Range (All LAs)	National Average (All LAs)
1.Basic Entitlement:					
Primary	£2,937	13,038	£38,292,606	£2,500 to £3,250	£3,044
Secondary KS3	£4,364	5,470	£23,871,080	£3,500 to £4,500	£4,197
Secondary KS4	£4,364	3,622	£15,806,408	£4,000 to £5,000	£4,714
2.Deprivation:					
Primary FSM Ever 6	£875	1,766.97	£1,546,103		
Primary IDACI Band 1 (0.2 – 0.25)	£40	409.73	£16,389		
Primary IDACI Band 2 (0.25 – 0.3)	£120	517.70	£62,124		
Primary IDACI Band 3 (0.3 – 0.4)	£240	190.79	£45,790		
Primary IDACI Band 4 (0.4 – 0.5)	£240	190.69	£45,766		
Primary IDACI Band 5 (0.5 – 0.6)	£240	0	£0		
Primary IDACI Band 6 (over 0.6)	£240	0	£0		
Secondary FSM Ever 6	£670	1,477.12	£989,668		
Secondary IDACI Band 1	£60	385.19	£23,111		
Secondary IDACI Band 2	£180	377.52	£67,954		
Secondary IDACI Band 3	£360	227.68	£81,965		
Secondary IDACI Band 4	£360	140.85	£50,706		
Secondary IDACI Band 5	£360	0	£0		
Secondary IDACI Band 6	£360	0	£0		
(Total deprivation funding allocated per FSM pupil)	(£903)			(£1,500 to £3,000)	(£1,748)
3.Prior Attainment:					
Primary	£284	3,328.91	£945,411	£500 to £1,000	£869
Secondary	£1,125	1,821.29	£2,048,951	£500 to £1,250	£1,094
4.Looked After Children					
Primary & Secondary	Not used	0	£0	Used by 91 LAs £500 to £1,250	£675
5.English as an Additional Language:					
Primary EAL 3	£345	745.94	£257,349	£250 to £1,000	£511
Secondary EAL 3	£345	290.33	£32,763	£250 to £1,500	£1,255
6.Pupil Mobility:					
Primary	Not used	0	£0	Used by 68 LAs £250 to £1,250	
Secondary	Not used	0	£0	£250 to £1,250	
7.Sparsity					
Primary	Not used	0	£0	Used by 24 LAs £90k to £100k	
Secondary	£100,000	1 (school)	£100,000	£90k to £100k	
8.Lump Sum:					
Primary	£121,400	66 (school)	£8,012,400	£90k to £150k	£129,923
Secondary	£121,400	10 (school)	£1,214,000	£120k to £175k	£142,281
9.Split Sites					
Primary & Secondary	Not used	0	£0		
10.Rates:					
Primary	Actual		£685,467		
Secondary	Actual		£382,463		
11.Private Finance Initiative					
	N/A for				

(PFI) contracts	WBC				
12. London Fringe	N/A for WBC				
13.Exceptional Premises factors					
Joint use of leisure facilities – secondary schools	Actual	0	£0		
14.Minimum funding Guarantee (-1.5%)					
Primary			£473,389		
Secondary			£50,418		
TOTAL			£95,102,281		
Primary/Secondary Ratio			1.28	1.20 to 1.40	1.29
Percent of funding through basic entitlement			82.44%	75% to 80%	76.8%
Percent of funding through deprivation factors			3.1%	4% to 10%	7.6%
Percent of funding through lump sum			9.76%	6% to 10%	8.2%
Percent of funding through pupil Led			89.01%	88% to 94%	89.84%
Percent of funding allocated to notional SEN			4.8%	5% to 15%	10.0%

2.2 Compared to other local authorities, West Berkshire is not an outlier in terms of the formula factors used and the funding rates applied to the main factors, although our rate for every factor is below the average. Of the two main factors, the primary basic entitlement is £2,937 per pupil compared to the national average of £3,044; the secondary basic entitlement is £4,364 per pupil compared to the national (weighted) average of £4,404; the primary and secondary lump sum is £121,400 per school compared to the national averages of primary £129,923 and secondary £142,281. The primary:secondary funding ratio is just below the national ratio 1:1.29 (i.e. secondary schools receive 29% more funding than primary schools).

2.3 These comparisons are not as close as last year; the national averages have increased mainly due to additional funding that the lowest funded local authorities have received (West Berkshire now receives below average funding due to this uplift). Also, in order to maintain services in the high needs block the lump sum was reduced by £5k per school and transferred to the high needs budget in addition to the headroom arising in the schools block – so there were no increases to funding rates in 2016/17 compared to the 2015/16 rates.

2.4 It should be noted that not all formula factors are used by all local authorities, and the average rates provided in the above table are derived based on those authorities that are using that factor – there is no expectation that an authority should aim for the average rate for each factor, as each authority is funded at a different level and it would be impossible to replicate this.

2.5 For further information, the report from the DfE on the 2016/17 funding formulae review for all local authorities and each local authority's data can be found on the following webpage: <https://www.gov.uk/guidance/schools-block-funding-formulae-2016-to-2017>

3. Proposal for 2017/18 Formula and Funding Rates

3.1 **Appendix B** is an extract from the Government's school revenue funding arrangements document, detailing the allowable funding factors for 2017/18. The only changes compared to 2016/17 are:

- New bandings for the Index of deprivation affecting children (IDACI). This has no impact on WBC schools as our funding rates for the higher bandings are the same.
- Removal of the post 16 funding factor. This has no impact, as this factor is not used by WBC.
- Using a national weighting for secondary low attainment figures (due to the new KS2 assessments). We do not yet have the data for this to assess the impact.

3.2 It is proposed that there should be no changes to the West Berkshire formula factors in 2017/18, and if at all possible the funding rates remain the same, for the following reasons:

- The current formula is deemed to be a best fit for West Berkshire schools within the parameters allowed and funding available. Our concerns about small school viability and suggestions for change have not to date been accepted by the Government.
- To prevent any turbulence in school budget allocations and keep to what schools have been basing their longer term strategic financial planning on. To change the allocations could see some schools going into deficit for reasons completely outside their control.
- Changing allocations would mean that more schools would qualify for minimum funding guarantee; this then has a knock on effect of reducing the funding available, unless a cap is placed on schools gaining funding. It makes no sense to do this a year before national funding is due to be implemented.
- The largest proportion of funding is allocated through the basic entitlement (per pupil rate) and lump sum and these rates are still relatively close to the national average, which we would not want to move away from (reduce further) if this is the direction of a national formula. The primary/secondary ratio is very close to average, so we would not want to move funding between the two sectors.
- All our formula rates are below the national average, and we would need additional funding to get closer to these averages. In theory the national formula should deliver additional funding to bring WBC closer to the average, so in the meantime we should aim to keep our funding rates stable if at all possible.

3.3 The funding rate that can be applied to each factor is subject to the amount of funding we receive through the Dedicated Schools Grant (DSG), which will be confirmed in December 2016 for 2017/18. The funding rate for 2017/18 has been reduced by £20 per pupil from £4,368 to £4,348 due to the fact that in 2016/17 we moved funding from the schools block to the high needs block.

3.4 The schools block is not ring fenced in 2017/18, and the proposed changes to the funding formula for the high needs block is not going ahead in 2017/18, so funding pressures still remain in this block. The Government has not yet announced how any additional funding available for this block will be allocated to local authorities.

3.5 Although we already know the funding rate of the schools block DSG, there are a number of reasons why the total amount of funding available for allocation to schools may change compared to the £95.1m allocated to schools in 2016/17:

- The DSG is based on the number of pupils in the October census – this may be higher or lower than the previous year, affecting the total funding received. As the formula factors are not all related to number of pupils, e.g. the lump sum or rates, a reduction in pupil numbers will mean there is less money left to put through the factors based on pupil numbers, and vice versa.
- Some factors may increase by default, leaving less funding for the other factors e.g. if there are any claims for exceptional premises funding from qualifying schools (there were none in 2016/17), and if rates bills go up significantly (schools are funded on actual cost of rates).
- The Minimum Funding Guarantee (MFG) payment may go up or down. MFG is payable where a school's funding decreases by more than 1.5% *per pupil* and therefore protects schools where there is a change to the formula and/or funding rates that adversely affect the school.
- The amount of funding required for centrally retained services that are also funded from the schools block DSG may change. In 2017/18 services previously funded by the retained duties element of the Education Services Grant (ESG), mainly education welfare services and asset management, are moving into the DSG which may have an impact if there is a mismatch between funding added to the DSG (£15 per pupil) and the actual cost of these services.
- There is a new primary school to be funded (up to 60 pupils) from September 2017, for which no additional funding is provided; the cost will therefore be a top slice of funding from the schools block DSG (via the growth fund).
- There may be a further shortfall of funding in high needs, which would possibly need to be met from schools funding if other savings cannot be found.

3.6 If there is not enough funding to maintain the current rates, it is proposed that in order to balance the budget, an adjustment is made to the basic entitlement (per pupil funding) rate, as this is the only factor that will impact every school equally in relation to the size of school. If there is additional funding available, it is proposed that for the first £848k, 55% be added to the basic entitlement (per pupil funding) and 45% be added back to the lump sum. This is in proportion to the deduction that was made to school budgets in 2016/17 to transfer funding to the high needs block. Any additional funding over this amount be added to the basic entitlement

4. Formula Exemplification for 2017/18

4.1 **Appendix C** shows the formula exemplification for 2017/18 using the same pupil numbers as 2016/17, and assuming the same funding rates. As there are no changes proposed to the formula, the exemplification just shows schools the effect of the continuation of the MFG. The small increase is for the inflationary impact of the rates (NNDR) allocation. Actual individual school allocations will be dependent on the October 2016 census data.

4.2 This appendix is also available as a spreadsheet, and by entering the school cost centre in the orange box of the “school sheet” tab this will display the detailed formula for the school alongside the current funding received for each factor. Schools can also enter their expected/actual pupil numbers for October 2016 (yellow boxes) to see their likely funding for 2017/18 and beyond based on the current funding rates. The sheets do not include any high needs funding for individual pupils i.e. top ups, which is paid outside the formula, as top up funding is variable and follows the pupil.

1. Do you agree that the Council should keep to the current formula factors (as shown in Table 1)? If not, please let us know with your reasons why.

2. Do you agree that if there is additional funding available that for the first £848k, 55% will be added to the basic entitlement (per pupil funding) and 45% will be added back to the lump sum, with any additional funding over this amount being added to the basic entitlement. If there needs to be a reduction to funding rates that this is adjusted through the basic entitlement rate? If not, please let us know with your reasons why.

3. Do you think your school is eligible for exceptional premises funding? If yes, please let us know with your reasons why.

5. Future Changes to School Funding

5.1 The Government’s consultation in March 2016 proposed the following:

- The same formula factors and rates are to be applied to all schools in England, but with an area cost adjustment applied.
- In the first two years the allocations for individual schools will be aggregated and allocated to local authorities as the schools block DSG, and the local authority will determine the actual formula and funding rates to apply.
- In the third year all schools will receive their funding direct from the Government at the national rates.

5.2 Although schools are unlikely to see any inflationary increase to funding rates over the foreseeable future, given that WBC receives below average funding and our funding rates for each formula factor are lower than the average, in theory the new national formula proposed should deliver more funding to WBC schools.

5.3 More detailed proposals and an exemplification are expected in the second consultation, due sometime in the autumn.

6. Additional Funding Outside the School Formula

6.1 The current funding regulations allow for a few exceptional circumstances to be funded outside the formula and be top sliced from the DSG. For each fund the Schools’ Forum needs to agree the amount to set aside and clear criteria setting out the circumstances in which a payment could be made and the basis for calculating the sum to be paid. The current criteria for each fund

each can be accessed via the WBC school funding web page: <http://info.westberks.gov.uk/index.aspx?articleid=31483>. There is no proposal to change the criteria to access these funds.

6.2 The funds are as follows:

- Growth Fund – support for schools required to provide extra places in order to meet basic need within the authority – including pre-opening, diseconomy and reorganisation costs
- Falling Rolls Fund – to support good or outstanding schools with falling rolls where local planning data shows that the surplus places will be needed in the near future
- Schools with a disproportionate number of high needs pupils which cannot be reflected adequately in their formula funding. This needs to be made through a formula.

4. If you have any comments/suggestions on the criteria set to access the additional funds please provide details.

6.3 Note that schools may also receive funding from the following sources:

- Early year's formula funding for two, three, and four year olds.
- Sixth form funding (national formula).
- High needs place and top up funding.
- Pupil premium grant.
- PE and sports grant.
- Universal infant free school meal grant.

Information on each can be also be accessed via the WBC school funding web page.

7. De-delegations 2017/18

7.1 From 2013/14 schools received funding for newly delegated central services. For some services (where offered by the local authority), maintained primary and secondary schools can collectively opt for the service to be de-delegated – which means that the funding continues to be centrally retained for the benefit of all maintained primary and secondary schools, and individual schools cannot make that choice for themselves (Academies may be given the option to buy into the service, as can Nursery schools, Special schools and PRUs). The de-delegations need to be re-determined on an annual basis.

7.2 The relevant Schools' Forum representatives for each phase will vote on whether each service is to be de-delegated or not. The services currently de-delegated are as follows:

- Behaviour Support Service
- Support to underperforming ethnic minority groups and bilingual learners
- Trade Union Local Representation
- Contingency for schools in financial difficulty (primary schools only)

7.3 Information about these services were included in a report to the Schools' Forum on 11th July 2016, agenda item 8, which can be viewed on this website: <http://decisionmaking.westberks.gov.uk/ieListMeetings.aspx?CId=335&Year=0>

The amounts to be deducted from each school for 2017/18 will be different to those shown in the report, as they will be based on the October 2016 census data (the current exemplification is based on the October 2015 census).

7.4 In addition, it is being proposed that CLEAPPS become a new de-delegated service rather than an individual buy back, which may result in savings for most schools.

7.5 From 2017/18 some local authority services carried out for maintained schools and previously funded by the general element of the ESG will be moved to the DSG (but with no funding added to the DSG) and be a deduction from maintained school budgets on a single per pupil rate. This includes school improvement and statutory requirements in respect of health & safety, finance, audit, and teachers pension administration. The financial impact of this will be brought to the December meeting of the Schools' Forum.

7.6 The final decision on each de-delegation will be made by the relevant Schools' Forum Members for each phase on 5th December 2016. Schools may wish to contact their Schools' Forum representative direct to express their view, or respond as part of this consultation.

5. If you do not agree with any of the above services being de-delegated, please let us know with your reasons why.

8. Timetable

8.1 The timetable for determining the school formula and schools budgets for 2017/18 is as follows:

Schools' Forum to review the 2017/18 school formula arrangements and agree on a proposal.	10 th October 2016
Briefing document to schools – with opportunity given to make comments on the proposals.	11 th October to 8 th November 2016
Heads Funding Group to consider the responses from schools and make a recommendation to Schools' Forum.	22 nd November 2016
Schools' Forum to agree on the formula and preferred funding rates to recommend to the Council. Vote taken on de-delegations and the criteria agreed for accessing the additional funds.	5 th December 2016
October census data issued by the DfE and final DSG funding allocation for schools and high needs blocks received. Final school formula rates determined according to funding available.	Mid December
Formal Political approval received.	Executive 19 th January 2017
2017/18 formula submitted to Education Funding Agency.	20 th January 2017
Schools' Forum to consider the overall DSG position and remaining budgets for	23 rd January 2017

all funding blocks.	
Confirmation of final budget allocations to maintained schools	By end of January 2017 (statutory deadline 28 th February 2017)
Schools' Forum to decide on the final budget for all DSG funding blocks	6 th March 2017

Appendices

Appendix A – An Explanation of the DSG

Appendix B – Allowable Funding Factors

Appendix C – Proposed Formula 2017/18 - Exemplification for Individual Schools
(also provided as separate spreadsheet for schools to see their own formula budget allocation detail and for their own modelling purposes)

An Explanation of the Dedicated Schools Grant (DSG)

Background

1. Since April 2006, funding for schools has come from a ring-fenced grant known as the Dedicated Schools Grant (DSG). It comes direct from the Government and is totally separate from all other Council funding and spending.
2. The grant is paid to the Council on a financial year basis and since 2013/14 has been split into three funding blocks – schools, early years, and high needs. Although separate allocations are received for each, the blocks are currently not ring fenced.
3. The use of the grant is governed by school finance regulations, and this includes setting out what (limited) centrally retained services can be met from the grant. Therefore not all the grant is directly allocated out to schools; some funding is retained by the Council to provide central services to schools with particular needs.
4. Any unspent centrally retained grant at the end of the financial year is carried forward for allocation in the following financial year. If there is an over spend this is deducted from the following years DSG allocation.
5. The Council uses a formula to allocate funding out to schools from this grant. The formula is largely prescribed by the Government, though the Council is free to choose which factors to use and at what funding rates, though the funding rates are very much governed by the amount of grant received. The Council must consult with the Schools' Forum and all schools on any changes.
6. The DSG allocated to the Council includes the funding for Academies and Free schools. Once the school formula has been determined, the Government then recoup the exact formula amount back in order for them to fund these schools direct.
7. A national formula is proposed for schools and likely to commence from April 2018. This will initially attempt to standardise the funding rates that every Council receives and will eventually lead to the same formula and similar funding rates (subject to area cost adjustments) for all schools in England.
8. Sixth form funding is not included in the DSG (other than high needs top up payments) and is paid to schools separately by the Government using a national formula and national rates.

How the DSG is calculated

Schools Block

- Based on the previous October school census
- The calculation is the total number of primary and secondary pupils (year R to 11) x funding rate
- In 2016/17 this is 22,135 pupils x £4,368 = £96.686m. An additional £0.032m is paid for NQTs.
- The funding rate is historical and is different for every Council. In 2016/17 this ranges from £4,167 in Wokingham to £6,982 in Tower Hamlets (City of London £8,587).
- The funding rate has not increased since 2010/11, therefore schools have not seen any inflationary increases to their allocations

- However, in 2015/16 the Government allocated an additional £390m to the lowest funded Council's as a step towards closing the funding gap. West Berkshire received an additional £8 per pupil (0.2%).
- For 2017/18 the Government has rebased the funding rate according to how much of our allocation we are actually using in the schools block in 2016/17. The rate for 2017/18 has been confirmed as £4,348.
- The Government is currently consulting on a new methodology to allocate funding, as well as moving to a national formula, proposed to be in place 2018/19.

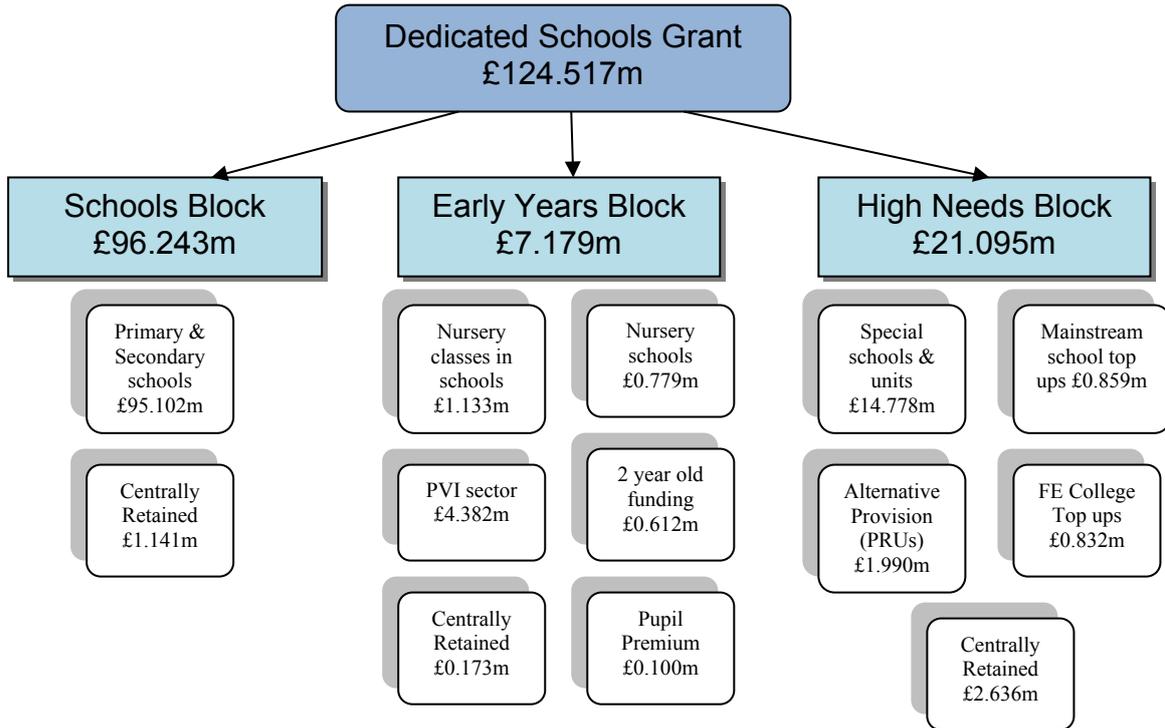
Early Years Block

- Based on the January school and early years census
- Calculated 5/12 of the previous January nursery pupils plus 7/12 of the following January nursery pupils x funding rate.
- Different funding rates used for 3 & 4 year olds and 2 year olds.
- For the 2016/17 grant we do not know what the allocation for the year will be until March 2017 at the earliest, so estimates have to be made. There is always a shortfall between funding received and actual payments made to providers.
- In 2016/17 the grant estimate is:
1,515 pupils x £3,911 = £5.925m for 3&4 year olds
120 pupils x £5,092 = £0.611m for 2 year olds
In addition, early year's pupil premium is estimated at £0.021m, and the adjustment in relation to the 2015/16 grant is a deduction of £0.091m.
- The funding rate for 3&4 year olds is historical, is different for every Council, and has not seen any increases. In 2016/17 the rate ranges from £3,080 in Solihull to £8,713 in Camden. The Government is currently consulting on a change to this formula. The rate for 2 year olds is standardised across all Councils and there is no proposal to change this formula. In 2016/17 the rate ranges from £4,607 to £5,766.
- The indicative rates given in the consultation for West Berkshire in 2017/18 are £4,465 for 3&4 year olds, and £5,453 for 2 year olds.

High Needs Block

- This is a fixed sum. In 2013/14 this sum was derived by how much each individual Council had spent on high needs in the previous year
- There has been a limited increase to this sum since then, and so increases in the number of pupils requiring support, increases in the level of support and general increases in cost have not been funded.
- For 2016/17 this sum is £20.079m compared to £19.101m in 2015/16, although new additional funding responsibilities came with and had to be met from the bulk of the increase.
- As there was a funding shortfall in this block in 2016/17, £848k was transferred from the Schools block and £10k from the early years block in order to maintain the statutory provision for high needs pupils.
- The Government is currently consulting on a new methodology to allocate high needs funding to local authorities. We do not know at this stage whether this will provide additional funding for West Berkshire, or when this will be implemented from.

Where the DSG is allocated in 2016/17



Notes:

1. The figures above include expected carry forward of grant totalling £1.254m. The actual in-year grant allocation is £123.263m.
2. 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
 High Needs Block – ASD advisory support, Home Tuition, Engaging Potential service, therapy services, sensory impairment support, inclusion support, applied behaviour support, vulnerable children support, early intervention
3. The figures include funding to Academies and post 16 high needs place funding which form part of our allocation but not our budget as they are paid direct by the EFA – this totals £33,687k

Allowable Funding Factors

Factor	Further information
<p>1. Basic entitlement A compulsory factor that assigns funding on the basis of individual pupils, with the number of pupils for each school or academy based on the October pupil census.</p>	<p>Funding allocated according to an age-weighted pupil unit (AWPU). A single rate for primary age pupils, which must be at least £2,000. There may be different rates for key stage 3 and key stage 4, with a minimum of £3,000 for each. Local authorities may choose to increase the pupil number count where schools had previously had higher reception pupil numbers in January 2016 than in the October 2015 census.</p>
<p>2. Deprivation A compulsory factor</p>	<p>Local authorities may choose to use free school meals and/or the Income Deprivation Affecting Children Index (IDACI). Free meals can be measured either at the previous October census or “ever 6”, which reflects pupils entitled to free meals at any time in the last 6 years, but not both. The IDACI measure uses 6 bands and different values can be attached to each band. Different unit values can be used for primary and secondary.</p> <p>Following the 2015 IDACI dataset update, we have redesigned the IDACI bands to return them to a similar size to previous years. The draft 2017 to 2018 APT will include data showing pupils matched to the new IDACI bands.</p>
<p>3. Prior attainment An optional factor (although it is used by almost all local authorities). It acts as a proxy indicator for low level, high incidence special educational needs</p>	<p>May be applied for primary pupils identified as not achieving the expected level of development within the early years foundation stage profile (EYFSP) and for secondary pupils not reaching the expected standard at KS2 in either English or maths. The EYFSP changed in 2013, so a weighting may be used to ensure that funding delivered through the primary prior attainment factor is not disproportionately affected by the year groups (years 1 to 4) assessed under the new framework. For pupils assessed using the old profile (years 5 and 6), local authorities will continue to be able to choose between two EYFSP scores, targeting funding to either all pupils who achieved fewer than 78 points; or all pupils who achieved fewer than 73 points on the EYFSP.</p> <p>For pupils assessed at KS2 up to 2011, eligible pupils are those who did not reach level 4 in either the English or Maths elements.</p> <p>For pupils assessed from 2011, eligible</p>

	<p>pupils are those who did not reach level 4 in any of the reading test, teacher assessed writing, or Maths. This reflects the new KS2 English assessment methodology which was introduced in 2012, to include separately a reading test and teacher assessed writing. The 2016 KS2 assessments are the first which assess the new, more challenging national curriculum. At a national level, a higher number of the year 7 cohort in financial year 2017 to 2018 will be identified as having low prior attainment. We intend to use a national weighting to ensure that this cohort does not have disproportionate influence within the overall total.</p> <p>The weighting will be confirmed in advance of finalising 2017 to 2018 allocations and included in the APT in December, having taken into account the latest data about year 7 pupils in the October census. Local authorities will not be able to change the weighting, but would be able to adjust their secondary low prior attainment unit value as usual. This will enable local authorities in most cases to maintain their low prior attainment factor at previous levels without significant turbulence.</p> <p>Low prior attainment funding will be allocated to all pupils identified as not reaching the expected standard at the previous phase, regardless of their year group. It does not only apply to those pupils in their first year of schooling.</p> <p>As with current funding arrangements, pupils who have not undertaken the assessment are given the average LPA score of their year group, so are taken into account when calculating a school's LPA average.</p>
<p>4. Looked-after children An optional factor</p>	<p>A single unit value may be applied for any child who has been looked after for one day or more as recorded on the local authority SSSDA903 return at 31 March 2016. This data is mapped to schools using the January school census, enabling identification of the number of looked-after children in each school or academy.</p>
<p>5. English as an additional language (EAL) An optional factor</p>	<p>EAL pupils may attract funding for up to 3 years after they enter the statutory school system. Local authorities can choose to use indicators based on one, two or three years and there can be separate unit values for primary and secondary.</p>

<p>6. Pupil mobility An optional factor</p>	<p>This measure counts pupils who entered a school during the last three academic years, but did not start in August or September (or January for reception pupils). There is a 10% threshold and funding is allocated based on the proportion above the threshold – so if a school has 12% mobility, then 2% of pupils would attract funding.</p>
<p>Proportion allocated through pupil-led factors</p>	<p>Local authorities must allocate at least 80% of the delegated schools block funding through pupil-led factors (the factors in lines 1-6 above, and London fringe uplift where relevant).</p>
<p>7. Sparsity An optional factor</p>	<p>Schools that are eligible for sparsity funding must meet two criteria: first, they are located in areas where pupils would have to travel a significant distance to an alternative should the school close, and second, they are small schools.</p> <p>For the pupils for whom the school is their closest compatible school, the factor measures the distance (as the crow flies) from their home to their second nearest compatible school and the mean distance for all pupils is then calculated. Since the pupil population changes each year, it is possible for a school to be eligible for sparsity funding in one year but not in the next.</p> <p>In addition, the number of pupils in a school is divided by the number of year groups to determine the size of the average year group.</p> <p>Two qualification criteria for attracting sparsity funding must be met if schools are to attract sparsity funding:</p> <p>Primary schools qualify if the sparsity distance is greater than 2 miles and the average year group is less than 21.4.</p> <p>Secondary schools qualify if the sparsity distance is greater than 3 miles and the average year group is less than 120.</p> <p>Middle schools qualify if the sparsity distance is greater than 2 miles and the average year group is less than 69.2.</p> <p>All-through schools qualify if the sparsity distance is greater than 2 miles and the average year group is less than 62.5.</p> <p>Local authorities can reduce the pupil numbers and increase the distance criteria. The maximum amount which can be allocated to an individual school through this factor is £100,000 (including fringe uplift) and the value can be different for each phase of school.</p> <p>Local authorities can choose whether to use</p>

	<p>a single amount for all sparse schools, or to use a tapered amount which increases the smaller the school.</p> <p>Local authorities can apply for an exceptional factor to target up to an additional £50,000 of sparsity funding at very small secondary schools where the total number on roll is 350 or less, where the sparsity distance is 5 miles or more, and where pupils in years 10 and 11 are present.</p>
<p>8. Lump sum An optional factor (although it has been used by all local authorities)</p>	<p>Local authorities can set different lump sums for primary and secondary (middle schools receive a weighted average based on the number of year groups in each phase). The maximum lump sum is £175,000, including London fringe uplift. Where schools have amalgamated during the financial year 2016 to 2017, or on 1 April 2017, they will retain the equivalent of 85% of two lump sums for the financial year 2017 to 2018 ie assuming a lump sum of £100,000, the additional payment would be £70,000 $((100,000 \times 2) \times 85\% - 100,000)$. Local authorities can apply to the EFA to reduce this in exceptional circumstances. Where schools amalgamate after 1 April 2017, the new school will receive funding equivalent to the formula funding of the closing schools added together for the appropriate proportion of the year. This means that they receive the combined lump sum for the remainder of the year and 85% in the following year, as outlined above. Local authorities may apply to provide a second year of protection. Applications must specify the level of protection sought, although in general we would not expect the additional protection to exceed 70% of the combined lump sums. Applications will be considered on a case by case basis.</p>
<p>9. Split sites An optional factor</p>	<p>The purpose of this factor is to support schools which have unavoidable extra costs because the school buildings are on separate sites. Allocations must be based on objective criteria, both for the definition of a split site and for how much is paid.</p>
<p>10. Rates An optional factor although it is used by all local authorities</p>	<p>These must be funded at the authority's estimate of the actual cost. Adjustments to rates may be made during the financial year but outside of the funding formula. For example, an additional allocation could be made to a school (e.g. from balances brought forward). This should be reflected in the Section 251 outturn statement and in each school's accounts. The effect on the</p>

	school would be zero since any rates adjustment will be offset by a change in the cost of the rates.
11. Private Finance Initiative (PFI) contracts An optional factor	The purpose of this factor is to support schools which have unavoidable extra premises costs because they are a PFI school and/or to cover situations where the PFI “affordability gap” is delegated and paid back to the local authority.
12. London fringe An optional factor, but only for the five local authorities to which it applies (Buckinghamshire, Essex, Hertfordshire, Kent and West Sussex)	The purpose of this factor is to support schools which have to pay higher teacher salaries because they are in the London fringe area, and where only part of the authority is in this area. It is applied as a multiplier of 1.0156 to the relevant factors.
13. Exceptional premises factors Local authorities can apply to EFA to use exceptional factors relating to premises. The most frequently approved factors are for rents and for joint-use sports facilities.	The exceptional factors must relate to premises costs and applications should only be submitted where the value of the factor is more than 1% of a school’s budget and applies to fewer than 5% of the schools in the authority’s area. Any factors which were used in 2016 to 2017 can automatically be used for pre-existing and newly-qualifying schools in 2017 to 2018, provided that the qualification criteria are still met.

Appendix C

2017/18 School Formula Allocations - August 2016 EXEMPLIFICATION Compared to 2016/17 Actual Allocations (using same pupil numbers)

Cost Centre	SCHOOL	2016/17 ACTUAL ALLOCATION (prior to MFG)			2017/18 EXEMPLIFICATION (prior to MFG)			Change	MFG			Overall Change	
		Formula Budget	Pupil No's (Oct 2015)	Per Pupil Funding	Formula Budget	Pupil No's (Oct 2015)	Per Pupil Funding		Prior to MFG	2016/17	2017/18	Change	(inc. MFG)
95200	Shefford Church of England Primary School	208,430	25	8,337.20	208,506	25	8,340.26	76	14,845	13,375	-1,471	-1,394	0
95600	Chaddlesworth St. Andrew's Church of England Primary School	218,263	27	8,083.81	218,316	27	8,085.77	53	3,930	2,457	-1,472	-1,419	0
91700	Brimpton Church of England Primary School	258,937	43	6,021.79	258,989	43	6,023.00	52	15,503	13,246	-2,257	-2,205	0
91300	Beedon Church of England Controlled Primary School	282,299	49	5,761.21	282,341	49	5,762.07	42	10,228	7,693	-2,535	-2,493	0
92800	Erborne Church of England Primary School	313,650	60	5,227.49	313,661	60	5,227.68	11	142	0	-142	-131	0
92700	The Ittlesy's Primary School	325,666	66	4,934.34	325,730	66	4,935.30	64	2,548	0	-2,548	-2,485	0
93800	Inkpen Primary School	349,091	72	4,848.48	349,143	72	4,849.20	52	2,677	0	-2,677	-2,625	0
97400	Yatendon Church of England Primary School	346,124	73	4,741.42	346,150	73	4,741.78	26	17,292	13,681	-3,611	-3,584	0
97300	Woolhampton Church of England Primary School	396,865	90	4,409.61	396,888	90	4,409.87	24	12,564	8,262	-4,303	-4,279	0
93500	Hampstead Norreys Church of England Primary School	411,029	91	4,516.80	411,237	91	4,519.09	209	0	0	0	209	0
96400	Streatley Church of England Voluntary Controlled Primary School	408,130	91	4,484.95	408,254	91	4,486.30	123	1,999	0	-1,999	-1,876	0
95100	Shaw-cum-Donnington Church of England Primary School	418,423	92	4,548.07	418,533	92	4,549.27	110	50,981	45,819	-5,163	-5,052	0
96700	Welford and Wickham Church of England Primary School	417,516	95	4,394.91	417,621	95	4,396.01	105	9,858	5,347	-4,511	-4,405	0
94900	Purley Church of England Infants School	440,724	100	4,407.24	440,751	100	4,407.51	26	782	0	-782	-755	0
96500	Sulhamstead and Ufton Nerve Church of England Voluntary Controlled Primary School	438,005	102	4,294.17	438,029	102	4,294.41	24	0	0	0	24	0
91400	Beenham Primary School	453,815	102	4,449.17	454,031	102	4,451.29	216	7,932	2,989	-4,943	-4,727	0
91600	Brightwalton Church of England Aided Primary School	436,766	103	4,240.44	436,799	103	4,240.77	33	1,099	0	-1,099	-1,066	0
96300	Stockcross Church of England Primary School	431,714	103	4,191.40	431,729	103	4,191.54	15	2,953	0	-2,953	-2,939	0
92300	Curridge Primary School	441,745	104	4,247.55	441,862	104	4,248.68	118	0	0	0	118	0
92900	Englefield Church of England Primary School	441,553	105	4,205.27	441,583	105	4,205.56	30	0	0	0	30	0
91800	Bucklebury Church of England Primary School	502,564	121	4,153.42	502,745	121	4,154.92	181	5,509	0	-5,509	-5,328	0
91500	Bradfield Church of England Primary School	542,615	132	4,110.72	542,646	132	4,110.96	32	5,401	0	-5,401	-5,369	0
94200	Kintbury St. Mary's Church of England Primary School	559,727	137	4,085.60	559,986	137	4,087.49	259	26,887	20,103	-6,784	-6,525	0
91100	Basildon Church of England Primary School	573,154	144	3,980.23	573,360	144	3,981.67	206	0	0	0	206	0
94500	Mrs. Bland's Infant & Nursery School	679,912	167	4,071.33	680,124	167	4,072.60	211	0	0	0	211	0
95800	Mortimer St. Johns Church of England Infant School	652,234	168	3,882.35	652,415	168	3,883.42	181	7,075	0	-7,075	-6,893	0
96800	Westwood Farm Infant School	674,202	173	3,897.12	674,390	173	3,898.21	189	6,607	0	-6,607	-6,419	0
91000	Aldermaston Church of England Primary School	693,436	177	3,917.72	693,871	177	3,920.18	435	2,193	0	-2,193	-1,758	0
97700	St. John the Evangelist Infant & Nursery School	684,975	179	3,826.68	685,029	179	3,826.98	54	4,821	0	-4,821	-4,767	0
93100	Fir Tree Primary School & Nursery	743,932	179	4,156.05	743,985	179	4,156.34	53	23,286	13,638	-9,648	-9,595	0
92200	Compton Church of England Primary School	691,933	181	3,822.84	692,093	181	3,823.72	159	2,000	0	-2,000	-1,841	0
94300	Lambourn Church of England Primary School	741,598	185	4,008.64	741,894	185	4,010.24	297	833	0	-833	-536	0
93600	Hermitage Primary School	716,491	188	3,811.12	716,868	188	3,813.13	377	453	0	-453	-76	0
95900	Cold Ash St. Mark's Church of England Primary School	715,327	193	3,706.36	715,579	193	3,707.66	251	0	0	0	251	0
94100	Kennet Valley Primary School	773,932	193	4,010.01	774,186	193	4,011.33	254	0	0	0	254	0
91900	Burghfield St. Mary's Church of England Primary School	741,934	198	3,747.14	742,201	198	3,748.49	267	0	0	0	267	0
95700	St. Finian's Catholic Primary School	735,372	198	3,714.00	735,408	198	3,714.18	37	0	0	0	37	0
94600	Pangbourne Primary School	759,352	199	3,815.84	759,739	199	3,817.79	387	0	0	0	387	0
97800	St. Joseph's Catholic Primary School	780,464	205	3,807.14	780,428	205	3,806.96	-37	0	0	0	-37	0
92400	Chieveley Primary School	775,229	210	3,691.57	775,710	210	3,693.86	480	0	0	0	480	0
93400	Garland Junior School	810,351	211	3,840.53	810,613	211	3,841.77	261	0	0	0	261	0
92500	Downsday Primary School	789,367	212	3,723.43	789,631	212	3,724.67	264	0	0	0	264	0
96900	Westwood Farm Junior School	823,092	222	3,707.62	823,348	222	3,708.78	256	0	0	0	256	0
97500	Mortimer St. Mary's Church of England Junior School	816,767	224	3,646.28	816,818	224	3,646.51	52	0	0	0	52	0
94400	Long Lane Primary School	832,334	228	3,650.59	832,616	228	3,651.82	282	0	0	0	282	0
95000	Robert Sandilands Primary School & Nursery	883,124	230	3,839.67	883,465	230	3,841.15	340	0	0	0	340	0
92000	Calcot Infant School & Nursery	941,884	241	3,908.23	942,214	241	3,909.60	330	0	0	0	330	0
94700	Parsons Down Infant School	891,271	241	3,698.22	891,525	241	3,699.27	254	12,829	1,279	-11,550	-11,296	0
94000	John Rankin Junior School	909,660	250	3,638.64	909,890	250	3,639.56	230	0	0	0	230	0
96200	St. Nicolas Church of England Junior School	910,220	251	3,628.38	910,343	251	3,628.86	123	3,286	0	-3,286	-3,164	0
96600	Theale Church of England Primary School	941,568	257	3,663.69	941,829	257	3,664.71	261	0	0	0	261	0
93900	John Rankin Infant & Nursery School	975,493	268	3,639.90	975,674	268	3,640.57	180	0	0	0	180	0
92100	Calcot Junior School	1,047,237	271	3,864.34	1,047,566	271	3,865.56	329	0	0	0	329	0
95300	Speenhamland Primary School	1,035,096	272	3,805.50	1,035,385	272	3,806.56	289	1,470	0	-1,470	-1,181	0
97000	Whitelands Park Primary School	1,101,023	298	3,694.71	1,101,148	298	3,695.13	125	0	0	0	125	0
95400	Springfield Primary School	1,079,063	303	3,561.26	1,079,370	303	3,562.28	307	0	0	0	307	0
94800	Parsons Down Junior School	1,111,754	305	3,645.10	1,112,192	305	3,646.53	437	0	0	0	437	0
96100	St. Pauls Catholic Primary School	1,158,803	327	3,543.74	1,158,832	327	3,543.83	29	0	0	0	29	0
99400	The Winchcombe School	1,237,393	332	3,727.09	1,237,961	332	3,728.80	568	140,409	121,989	-18,420	-17,852	0
98700	The Willows Primary School	1,306,020	334	3,910.24	1,306,377	334	3,911.31	357	18,088	315	-17,773	-17,416	0
99700	Thatcham Park Church of England Primary School	1,433,654	403	3,557.45	1,433,925	403	3,558.13	272	0	0	0	272	0
93700	Hungerford Primary School	1,445,669	409	3,534.64	1,446,293	409	3,536.17	624	3,535	0	-3,535	-2,912	0
95500	Spurcroft Primary School	1,470,782	416	3,535.53	1,471,456	416	3,537.15	674	0	0	0	674	0
91200	Birch Copse Primary School	1,432,000	419	3,417.66	1,432,384	419	3,418.58	385	0	0	0	385	0
93000	Falkland Primary School	1,518,017	456	3,328.98	1,518,296	456	3,329.60	279	0	0	0	279	0
93200	Francis Baily Primary School	1,830,634	538	3,402.66	1,831,173	538	3,403.67	539	53,373	27,270	-26,103	-25,563	0
99000	John O'Gaut Community Technology College	1,989,871	348	5,718.02	1,991,370	348	5,722.33	1,499	13,487	0	-13,487	-11,988	0
99500	Theale Green Community School	3,330,774	666	5,001.16	3,331,288	666	5,001.93	514	0	0	0	514	0
99900	Trinity School & Performing Arts College	3,965,854	770	5,150.46	3,965,578	768	5,151.79	-9,277	8,177	0	-8,177	-17,453	-2
99300	Park House School	3,824,161	771	4,960.00	3,824,581	771	4,960.55	420	0	0	0	420	0
99600	The Willink School	4,165,978	858	4,855.45	4,167,482	858	4,857.21	1,505	0	0	0	1,505	0
98900	Denefield School	4,401,708	884	4,979.31	4,402,330	884	4,980.01	622	28,754	0	-28,754	-28,132	0
98800	The Downs School	4,257,919	898	4,741.56	4,258,386	898	4,742.08	467	0	0	0	467	0
99800	St. Bartholomew's School	5,915,952	1,248	4,740.35	5,916,552	1,248	4,740.83	600	0	0	0	600	0
99200	Little Heath School	6,122,320	1,276	4,798.06	6,122,604	1,276	4,798.28	284	0	0	0	284	0
99100	Kennet School	6,694,531	1,373	4,875.84	6,695,443	1,373	4,876.51	912	0	0	0	912	0
PRIMARY TOTAL		49,909,405	13,038	3,828	49,923,136	13,038	3,829	13,731	473,389	297,462	-175,927	-162,196	0
SECONDARY TOTAL		44,669,069	9,092	4,913	44,666,614	9,090	4,914	-2,455	50,418	0	-50,418	-52,873	-2
TOTAL ALL SCHOOLS		94,578,474	22,130		94,589,749	22,128		11,276	523,807	297,462	-226,345	-215,069	-2

Question 2 - Alternative Proposals

Do you agree that if there is additional funding available that for the first £848k, 55% will be added to the basic entitlement (per pupil funding) and 45% will be added back to the lump sum, with any additional funding over this amount being added to the basic entitlement. If there needs to be a reduction to funding rates that this is adjusted through the basic entitlement rate? If not, please let us know with your reasons why.

West Berkshire resolved a difficult dilemma on funding high needs in 2016-17 by transferring £848k of funding away from schools. All schools funded £5k of this from their lump sum value and so I can see the logic and approach for the first £848k of additional funding and agree with the approach detailed for any additional funding.

However, the consultation details in paragraph 3.3 that this decision resulted in the funding rate per pupil in the school's block in 2017-18 dropping by £20 per pupil. This means a further transfer of £443k away from schools (based on 22,130 pupils) compounding the original £848k. I have two proposed alternatives.

The first proposal is designed to protect schools but gives some recognition to the fact that schools would have had £443k to absorb any reduction had it not been for the £848k transfer that was made for 2016-17. The proposal is that should there need to be any reduction in funding rates for schools in 2017-18 the reduction should not be adjusted through the basic entitlement rate unless the reduction exceeds £443k. The amount of any reduction in funding rates required over and above £443k should be adjusted through basic entitlement but the first £443k of any reduction is to be funded through the High Needs Block. School Forum still retains the option to move funds between blocks as the ring-fencing proposals have not been implemented for 2017-18. This proposal seeks to protect schools from further reductions in funding rates in 2017-18 in light of their cumulative contribution of £1.291m to solving the High Needs funding dilemma.

The second proposal is based on the fact that the decision to move the original £848k as agreed at School Forum was a decision to only move £848k it was not a decision or agreement to move £848k this year followed by a further £443k next year. Whilst the compounded loss of £443k is a consequence of the original decision, it is an unintended consequence and not one that must necessarily be suffered by schools. The proposal is that the intention of the original £848k transfer to be honoured and schools block recovers the £20 additional funding per pupil through a transfer £443k from High Needs that would and should otherwise have come to them in 2017-18 had the £848k transfer last year not been made and then any reduction to funding rates to be adjusted through the basic entitlement rate.

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Draft Dedicated Schools Grant Funding and Budget 2017/18

Report being considered by: Schools Forum

On: 05/12/2016

Report Author: Claire White

Item for: Decision **By:** All Forum Members

1. Purpose of the Report

- 1.1 To set out the position known so far on the Dedicated Schools Grant (DSG) funding and budget for 2017/18.

2. Recommendation(s)

- 2.1 To allocate all schools block headroom to schools.
- 2.2 *Not* to transfer any funding from the high Needs Block to the Schools Block.
- 2.3 To note the position on the early years and high needs blocks, particularly in reference to other reports on this agenda.

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 Dedicated Schools Grant (DSG) consists of three funding blocks, Schools, Early Years, and High Needs, each calculated in a different way. The blocks are not ring fenced, so it is possible to move funding between blocks if there is a funding pressure in one block that cannot be met by any other means.
- 3.2 The Government is intending to reform the way funding for each block is allocated to local authorities. The reform of the school and high needs funding has been delayed by a year, and it is now proposed to take place from 2018/19. Second stage consultations and exemplifications are still outstanding and due by the end of the year. Changes to early years funding are due to take place from 2017/18, and the results of the consultation which closed in September is still outstanding.
- 3.3 This report sets out the position known so far on the DSG funding allocations for 2017/18. A clearer picture will emerge in mid December when final allocations for the schools and high needs blocks are due, when the arrangements for early years funding are confirmed, and when the official October 2016 census data is made available.
- 3.4 The draft 2017/18 budget requirement for each block is also set out, indicating where there could be differences between funding expected and expenditure, after

taking into account likely carry forward of funds or deficits at the end of the 2016/17 financial year.

4. Overall Position

- 4.1 Table 1 summarises the overall position. More detailed breakdowns are provided in Appendix A (DSG funding calculation) and Appendix B (DSG budget by Service).

TABLE 1	2016/17 Budget £	2016/17 Forecast £	2017/18 Estimate £
<u>Schools Block</u>			
DSG Funding	96,243,330	96,243,330	97,200,460
Expenditure Budget	-96,243,330	-96,243,330	-97,010,090
<i>Difference</i>	0	0	190,370
<u>Early Years Block</u>			
DSG Funding	7,275,940	6,972,360	7,381,120
Expenditure Budget	-7,179,010	-7,319,000	-7,381,120
<i>Difference</i>	96,930	-346,640	0
<u>High Needs Block</u>			
DSG Funding	20,301,350	20,301,350	19,118,350
Expenditure Budget	-21,094,620	-20,893,000	-20,312,740
<i>Difference</i>	-793,270	-591,650	-1,194,390
<u>TOTAL</u>			
DSG Funding	123,820,620	123,517,040	123,699,930
Expenditure Budget	-124,516,960	-124,455,330	-124,703,950
<i>Difference</i>	-696,340	-938,290	-1,004,020

- 4.2 Separate detailed reports on the high needs and early year's budgets are on this agenda. The following paragraphs summarise the position on each block.

5. Schools Block

- 5.1 Schools block funding is simply calculated as the number of primary and secondary pupils (counted in the October census) multiplied by the funding rate. The base lining exercise has moved funding from the Schools Block to the High Needs Block due to the Schools' Forum decision to fund high needs pressures in 2016/17 from schools.
- 5.2 The Schools Block per pupil rate for 2017/18 has been confirmed as £4,348.43 compared to £4,368.03 in 2016/17. Basing this on the same number of pupils in 2017/18, this is a reduction of £434k, although services previously funded through the Education Services Grant (ESG) will also need to be met from this block.
- 5.3 The transfer of ESG services into the DSG is made up of two elements:
- **General Funding Rate.** This element of the grant is being cut. It previously covered the statutory duties that are carried out for maintained schools. Examples include school improvement, audit, health & safety. Academies previously received the funding for these duties on top of their main formula funding allocation, and will no longer receive this grant, although still incur the costs. For maintained schools there will be a de-delegation (top slice of

their budget allocation) in order to pay for these services. Further information about the top slice is in the de-delegation report.

- **Retained Duties.** This is to cover statutory duties that are carried out for all schools including academies (mainly education welfare and asset management), and will now be met from the Schools Block budget, for which a small transfer of funding into the DSG has been received. An estimate of the cost of these services has been built into the school block budget calculations.

Final details on these services will be brought back to the January 2017 meeting – the amended school funding regulations which will clarify the services has still not been received by the Government.

- 5.4 The schools block is modelled on *draft* October 2016 pupil numbers, and on this basis there is enough funding to maintain current formula funding rates and the centrally retained budget, including the new services.
- 5.5 Given the increased costs that all schools are going to bear in their 2017/18 budgets, particularly in relation to ESG services, it is proposed that all headroom is allocated to schools as per the formula method agreed in the school formula report.

6. Early Years Block

- 6.1 The results from the consultation on the new early years funding arrangements due to be implemented from April 2017 has still not been received. The budget has been based on the funding rates given in the consultation, and assuming that the formula to allocate this funding to providers will change to a single rate *based on what is affordable within this block*.
- 6.2 The assumed new funding rates for West Berkshire are £5,453 compared to £5,092 for two year olds, and £4,465 compared to £3,911 for three and four year olds. Although this is a reasonable increase, the three and four year old rate for West Berkshire is below average when it should be well above average (which is the case for the two year old rate). Although this plugs the current funding gap, many providers will see a reduction in funding due to the move to a single funding rate.
- 6.3 In the first year, rates to providers are likely to be lower than they should be, in order to recover the deficit from 2016/17. The current year is currently forecasting an over spend due to lower January 2016 census numbers which has had an impact on the grant to be received, and higher hours of provision in the summer term 2016 compared to the budget and funding received.
- 6.4 The January 2016 census data has been used to calculate funding and the 2015/16 actual hours of provision used to calculate the expenditure. No account has yet been taken of the increase to 30 hours of provision from September 2017.
- 6.5 It has been assumed that 5% of the total early years block funding will be set aside for centrally retained services, which can include services to support early year's children with high needs.
- 6.6 Further details on the early year's budget are in another report on this agenda.

7. High Needs Block

- 7.1 Funding for this block is received as a lump sum. There have been minimal increases to this block of funding over the past few years. The base lining exercise has added funding in accordance to how we proposed to use the 2016/17 in year allocation of DSG, but not what we actually proposed to spend (planned overspend this year).
- 7.2 The funding arrangements for 2017/18 state that there will be no reduction to the 2017/18 allocation, and it is not yet known whether West Berkshire will benefit from any additional funding. No additional funding has been built in at this stage.
- 7.3 When doing a year on year comparison, it should be noted that adjustments have been made to the allocation, removing funding that the LA will no longer be responsible for, and adding funding that will become part of the LA allocation (but recouped); these adjustments should not have any financial impact.
- 7.4 Although the high needs block grant has been uplifted following the transfer of funding from the schools block, and the current 2016/17 forecast is under budget, it is not enough to balance this block based on 2017/18 estimated expenditure. Unless West Berkshire receives additional funding, further savings will need to be found in this block.
- 7.5 Given the funding position on the High Needs Block, Heads Funding Group agreed that there should not be a transfer of funding from this block to the Schools Block in 2017/18. It was also noted that due to the planned implementation of the schools national funding formula in 2018/19, any transfer of funding to the Schools Block would be lost, whereas the High Needs Block could continue to benefit from it.
- 7.6 Further details on the high needs budget are in another report on this agenda.

8. Conclusion

- 8.1 Final grant allocations are subject to the October 2016/January 2017 census data and following the results of the early years funding consultation. Work on the budget requirement for 2017/18 is also ongoing and being refined. The indications are, however, that there is enough funding in the schools block, but further savings need to be found in the high needs block.

9. Appendices

Appendix A – DSG Funding Calculation 2017/18 – Version 1

Appendix B – DSG Budget by Service 2017/18 – Version 1

DSG Funding Calculation - Adjustments to Baselines and Budget Estimate for 2017/18							
	June 16 SF	17/18		Jul-16			
	Revised 2016/17	BASELINE calculation	DfE Baseline 2017/18	Revised 2016/17	Base Budget 2017/18	Budget V1 2017/18	Final Budget 2017/18
	Oct '15 census		Oct '15 census	Oct '15 census	Oct '15 census	Oct '16 estimate	Oct '16 census
4 SCHOOLS BLOCK (final)							
5 Pupil Numbers							
6 School Census - Mainstream	22,226.0		22,226.0	22,226.0	22,226.0	22,446.0	22,446.0
7 AP census January 2015	2.0		2.0	2.0	2.0	0.0	0.0
8 Add: Reception Uplift	26.0		26.0	26.0	26.0	26.0	26.0
9 Less: Pupils/Places in Resource Units	-119.0		-119.0	-119.0	-119.0	-119.0	-119.0
10 Total Pupil numbers	22,135.0		22,135.0	22,135.0	22,135.0	22,353.0	22,353.0
11							
12 DSG Guaranteed Unit of Funding	£4,368.03		£4,348.43	£4,368.03	£4,348.43	£4,348.43	£4,348.43
13 DSG based on pupil numbers	£96,686,344	96,686,344	£96,252,498	£96,686,344	£96,252,498	£97,200,456	£97,200,456
14							
15 Plus: Adjustment for NQT	£32,000	32,000		£32,000			
16 Transfer Funding to HNB	-£848,000	-848,000		-£848,000			
17 ADD Carry Forward from Previous Year	£372,990			£372,990			
18							
19 Baseline submitted		95,870,344					
20							
21 Add: ESG Retained Duties		382,000					
22							
23 Total Schools Block including Academic	96,243,334	96,252,344	96,252,498	96,243,334	96,252,498	97,200,456	97,200,456
24							
25 EARLY YEARS BLOCK (Provisional)	Jan 2016 census			Jan 2016 census	Jan 2016 census	Jan 2016 census	Jan 2017 census
26 Three & Four Year Old Funding	estimate			actual	actual	actual	estimate
27 School Census - Mainstream	425.0			425.0	425.0	425.0	425.0
28 Early Years Census	1,131.0			1,090.0	1,090.0	1,090.0	1,090.0
29 Total Pupil numbers	1,556.0			1,515.0	1,515.0	1,515.0	1,515.0
30							
31 DSG Guaranteed Unit of Funding	£3,911.25			£3,911.25	£4,465.00	£4,465.00	£4,465.00
32 DSG based on census pupil numbers	£6,085,905	6,085,905	5,940,000	£5,925,544	£6,764,475	£6,764,475	£6,764,475
33 adjustment for assumed pupil numbers	£0	19,560					
34							
35 Two Year Old Funding							
36 School Census - Mainstream	30.0			29.0	29.0	29.0	29.0
37 Early Years Census	94.0			91.0	91.0	91.0	91.0
38 Total Pupil numbers	124.0			120.0	120.0	120.0	120.0
39							
40 DSG Guaranteed Unit of Funding	£5,092.00			£5,092.00	£5,453.00	£5,453.00	£5,453.00
41 DSG based on census pupil numbers	£631,408			£611,040	£654,360	£654,360	£654,360
42 adjustment for assumed pupil numbers	£0						
43							
44 Other							
45 Plus Indicative Early Years PPG	£53,000			£21,147	£21,147	£21,147	£21,147
46 Transfer Funding to HNB	-£10,000	-10,000		-£10,000			
47 ADD Carry Forward from Previous Year	£515,626			£515,626	-£346,560	-£346,560	-£346,560
48 Unallocated funding		-158,059					
49 Nursery school supplement					287,700	287,700	287,700
50 Difference in previous year				-£91,000			
51							
52 Baseline submitted		5,937,406					
53							
54							
55 Total Early Years Block	7,275,939	5,937,406	5,940,000	6,972,357	7,381,122	7,381,122	7,381,122
56							
57 HIGH NEEDS BLOCK							
58 Previous Year High Needs Budget	19,100,554	19,100,554	19,710,000	19,100,554	19,710,000	19,710,000	19,710,000
59 Adjustments:	694,600	694,600		694,600			
60 Additional Funding	284,000	284,000		284,000			
61 Transfer Funding from EYB	10,000	10,000		10,000			
62 Transfer Funding from SB	848,000	848,000		848,000			
63 ADD Carry Forward from Previous Year	-635,800			-635,800	-£591,650	-£591,650	-£591,650
64							
65 Unallocated funding from EY block		158,059					
66 Remove NMSS		-1,960,000					
67							
68 Baseline submitted		19,135,213					
69							
70 Add: Post 16 Transfer		570,000					
71							
72 Total High Needs Block	20,301,354	19,705,213	19,710,000	20,301,354	19,118,350	19,118,350	19,118,350
73							
74 TOTAL DSG FUNDING AVAILABLE	123,820,627	121,894,963	121,902,498	123,517,045	122,751,970	123,699,928	123,699,928

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DSG Budget for 2017/18 - Version 1 - November 2016

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	Adjustments for Budget Book/Agresso					
																		S	T	U	V	W	
	Description	Cost Centre	Agresso 2016/17 Original Budget	In Year Virements	Agresso 2016/17 Revised Budget	add back SSRs	add back HN 6th form & academy recoupment	add back De-Delegations	Gross Revised 2016-17 Budget	Technical DSG Adjustments by DfE	Remove "one-off" Budgets or FYE	Base Budget 2017-18	Budget Adjustments (pupil nos/staffing)	Change in relation to Current Demand	Draft Budget 2017-18	Changes Proposed / Agreed by SF	Final Budget 2017-18	SSR's Remove	De-delegations Approved by SF	Balance to DSG	Academy & High Needs Recoupment	Council DSG Budget	
4	Schools Block																						
5	Primary Schools (excluding nursery funding)	90020	47,945,750		47,945,750			568,800	48,514,550			48,514,550	417,420		48,931,970		48,931,970						48,931,970
6	Academy Schools Primary	DSG top slice	0		0		1,868,240		1,868,240			1,868,240	95,100		1,963,340		1,963,340				1,963,340		0
7	Secondary Schools (excluding 6th form)	90025	16,477,900		16,477,900			71,670	16,549,570			16,549,570	-1,954,520		14,595,050		14,595,050						14,595,050
8	Academy Schools Secondary	DSG top slice	0		0		28,169,910		28,169,910			28,169,910	1,999,650		30,169,560		30,169,560				30,169,560		0
9	Schools in Financial Difficulty (primary)	90230	117,320	215,280	332,600			-117,320	215,280		-215,280	0			0		0						0
10	Trade Union Costs	90113	46,760		46,760			-46,760	0		0	0			0		0						0
11	Support to Ethnic minority & bilingual Learners	90255	229,130	3,150	232,280	22,910		-252,040	3,150		-3,150	0			0		0	22,910					-22,910
12	Behaviour Support Services	90349	203,890	10,640	214,530	20,460		-224,350	10,640		-10,640	0			0		0	20,460					-20,460
13	School Contingency - Growth Fund/Falling	90235	290,000	143,920	433,920				433,920		-143,920	290,000			290,000		290,000						290,000
14	CLA/MPA Licences	90583	126,780		126,780				126,780			126,780			126,780		126,780						126,780
15	Servicing of Schools Forum	90019	42,220		42,220				42,220			42,220	0		42,220		42,220						42,220
16	School Admissions	90743	190,400		190,400	118,670			309,070			309,070	0		309,070		309,070			118,670			190,400
17	ESG Services		0		0				0	382,000		382,000	200,100		582,100		582,100						582,100
18	Schools Block Total Expenditure		65,670,150	372,990	66,043,140	162,040	30,038,150	0	96,243,330	382,000	-372,990	96,252,340	757,750	0	97,010,090	0	97,010,090	162,040	0	0	32,132,900	0	64,715,150
19	Schools Block DSG		-65,670,150	-372,990	-66,043,140	-162,040	-30,038,150	0	-96,243,330	-382,160	372,990	-96,252,500	-947,960	0	-97,200,460	0	-97,200,460	0	0	0	32,132,900	0	-65,067,560
20	Balance Over/(Under) Spend		0	0	0	0	0	0	0	-160	0	-160	-190,210	0	-190,370	0	-190,370	162,040	0	0	0	0	-352,410
21	Early Years Block																						
22	Early Years Funding - Nursery Schools	90010	779,380		779,380				779,380			779,380		-19,230	760,150		760,150						760,150
23	Early Years Funding - Maintained Schools	90037	1,133,080		1,133,080				1,133,080			1,133,080		56,650	1,189,730		1,189,730						1,189,730
24	Early Years Funding - PVI Sector	90036	4,382,000		4,382,000				4,382,000			4,382,000		-12,550	4,369,450		4,369,450						4,369,450
25	Early Years PPG & Deprivation Funding	90052	100,000		100,000				100,000			100,000		-40,000	60,000		60,000						60,000
26	2 year old funding	90018	611,450		611,450				611,450			611,450		22,080	633,530		633,530						633,530
27	Central Expenditure on Children under 5	90017	95,960		95,960				95,960			95,960		195,160	291,120		291,120						291,120
28	Pre School Teacher Counselling	90287	45,000		45,000				45,000			45,000			45,000		45,000						45,000
29	Support Service Recharges		0		0	32,140			32,140			32,140			32,140		32,140		32,140				0
30	Early Years Block Total Expenditure		7,146,870	0	7,146,870	32,140	0	0	7,179,010	0	0	7,179,010	0	202,110	7,381,120	0	7,381,120	32,140	0	0	0	0	7,348,980
31	Early Years Block DSG		-7,304,930	61,130	-7,243,800	-32,140	0	0	-7,275,940	-957,370	852,190	-7,381,120	0	0	-7,381,120	0	-7,381,120	0	0	0	0	0	-7,381,120
32	Balance Over/(Under) Spend		-158,060	61,130	-96,930	0	0	0	-96,930	-957,370	852,190	-202,110	0	202,110	0	0	0	32,140	0	0	0	0	-32,140
33	High Needs Block																						
34	Special Schools - Place Funding Pre 16	90540	2,860,000		2,860,000				2,860,000			2,860,000		0	2,860,000		2,860,000						2,860,000
35	Special Schools - Place Funding Post 16	DSG top slice	0		0		790,000		790,000			790,000		0	790,000		790,000				790,000		0
36	Special Schools - Top Up Funding	90539	3,142,550		3,142,550				3,142,550			3,142,550		0	3,142,550		3,142,550						3,142,550
37	Non WBC Special Schools - Top Up Funding	90548	1,068,100		1,068,100				1,068,100			1,068,100		-81,350	986,750		986,750						986,750
38	Resource Units - Place Funding Maintained	90584	470,830		470,830				470,830		-20,830	450,000		0	450,000		450,000						450,000
39	Resource Units - Place Funding Academies	DSG top slice	0		0		719,170		719,170		20,830	740,000		0	740,000		740,000				740,000		0
40	Mainstream - Place funding Post 16	DSG top slice	0		0		48,000		48,000			48,000		0	48,000		48,000				48,000		0
41	Academies - Place Funding Post 16	DSG top slice	0		0		132,000		132,000			132,000		0	132,000		132,000				132,000		0
42	Resource Units - Top Up Funding Maintained	90617	367,910		367,910				367,910			367,910		-230,430	137,480		137,480						137,480
43	Resource Units - Top Up Funding Academies	90026	546,760		546,760				546,760			546,760		73,570	620,330		620,330						620,330
44	Non WBC Resource Units - Top Up Funding	90618	50,000		50,000				50,000			50,000		-5,000	45,000		45,000						45,000
45	Mainstream - Top Up Funding Maintained	90621	480,420		480,420				480,420			480,420		-420	480,000		480,000						480,000
46	Mainstream - Top Up Funding Academies	90622	184,790		184,790				184,790			184,790		310	185,100		185,100						185,100
47	Non WBC Mainstream - Top Up Funding	90624	66,220		66,220				66,220			66,220		740	66,960		66,960						66,960
48	Pupil Referral Units - Place Funding	90320	840,000		840,000				840,000			840,000		0	840,000		840,000						840,000
49	Pupil Referral Units - Top Up Funding	90625	1,033,340		1,033,340				1,033,340		-157,470	875,870		0	875,870		875,870						875,870
50	Non WBC PRU's - Top Up Funding	90626	0		0				0			0		0		0	0						0
51	Non Maintained Special School Place Funding	DSG top slice	0		0		1,480,000		1,480,000		-1,480,000	0		0	0		0						0
52	Non Maintained Special School Top Up	90575	750,950		750,950				750,950			750,950		276,430	1,027,380		1,027,380						1,027,380
53	Independent Special School Place & Top Up	90579	1,683,500		1,683,500				1,683,500			1,683,500		429,170	2,112,670		2,112,670						2,112,670
54	Further Education Colleges Top Up	90580	832,650		832,650				832,650			832,650		285,000	1,117,650		1,117,650						1,117,650
55	Further Education - Place Funding	DSG top slice	0		0				0	570,000		570,000		0	570,000		570,000				570,000		0
56	LAL Funding	90555	116,200		116,200				116,200			116,200		0	116,200		116,200						116,200
57	HN Outreach Special schools	90585	70,000		70,000				70,000			70,000		0	70,000		70,000						70,000
58	HN Outreach PRU	90582	117,000		117,000				117,000			117,000		0	117,000		117,000						117,000
59	Disproportionate No. of HN pupils	90627	127,690		127,690				127,690			127,690											

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High Needs Budget 2017/18

Report being considered by: Schools Forum
On: 05/12/2016
Report Author: Cathy Burnham, Jane Seymour
Item for: Decision **By:** All Forum Members

1. Purpose of the Report

- 1.1 This report sets out the current financial position of the high needs budget for 2016/17 and the position known so far for 2017/18. Options in order to balance the budget in 2017/18 are listed.

2. Recommendation(s)

- 2.1 To rule out Option 2 - a transfer of funding from the Schools Block to the High Needs Block.
- 2.2 All other options should remain, until a clearer picture emerges of the funding position and savings required for 2017/18.

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 high needs budget for 2016/17 was set after taking a two year view, and most of the savings originally proposed towards closing a £1.9m funding gap did not go ahead. The two year view was taken with regard to the Government changing the funding formula for high needs from 2017/18 as set out in their March 2016 stage one consultation 'high needs funding formula and other reforms'. The Government recently announced that their proposed changes have been delayed, and a second stage consultation which should also provide an exemplification is still awaited.
- 3.2 The Government has, however, rebased funding according to how much of the total allocated Dedicated Schools Grant (DSG) is being spent on high needs in 2016/17. This has therefore "locked" into the high needs block funding allocation the £858k of funding that was transferred in 2016/17 from the schools and early years block. There is still more high needs funding to be allocated by the Government for 2017/18, but it is not known whether West Berkshire will benefit or by how much. This will be announced by mid December.
- 3.3 Unless West Berkshire receives additional funding in the December settlement, there remains a funding gap in 2017/18 for the following reasons:
- The planned over spend in the current year high needs block which will need to be met from next year's DSG.
 - Pupil numbers and needs in the high needs block continue to rise.

Options for closing this gap will need to be considered.

- 3.4 The figures at this stage are first estimates and over the coming weeks these figures will be refined, as most changes in demand occur during the autumn term. The estimates for 2017/18 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.

4. Summary Position

- 4.1 Table 1 sets out the current position of the high needs block.

TABLE 1	2016/17 Budget £	2016/17 Forecast £	2017/18 Estimate £
Place Funding	7,820,000	7,820,000	6,430,000
Top Up Funding	9,301,540	9,129,110	10,077,400
PRU Funding (top ups only)	1,033,340	1,033,340	875,870
Other Statutory Services	1,547,460	1,540,910	1,506,090
Non Statutory Services	865,570	842,930	896,670
Support Service Recharges	526,710	526,710	526,710
Total Expenditure	21,094,620	20,893,000	20,312,740
HNB DSG Allocation	20,079,150	20,079,150	19,710,000
HNB DSG C/F	-635,800	-635,800	-591,650
Schools DSG Transfer	848,000	848,000	
Early Years DSG Transfer	10,000	10,000	
Total DSG Funding	20,301,350	20,301,350	19,118,350
Shortfall	-793,270	-591,650	-1,194,390

- 4.2 The overall position for 2016/17 is a forecast shortfall of £592k which will need to be met from the 2017/18 DSG allocation. Taking this into account, there is a shortfall of just under £1.2m in 2017/18. Note that the Government has changed place funding responsibilities which have reduced both expenditure and funding in 2017/18 by £1,390k. The main areas of pressure for 2017-18 are non maintained and independent special school placements, FE placements, Home Education and Hospital Tuition. Appendix A shows the budget broken down by each service.
- 4.3 It should be borne in mind that the final allocation of funding is not yet known and could increase. (It will not go down). The other unknown at the current time is how the funding may change in 2018/19 in response to the Government's proposed high needs funding reforms. If an exemplification is received prior to setting the budget which shows that West Berkshire would receive more funding, this may influence the decision making.
- 4.4 The High Needs Block Working Group is currently developing proposals to reduce the demand for special school places, although these proposals may not provide savings in short term and may require some invest to save expenditure.
- 4.5 As a result of the PRU strategic review there is a proposal to re-structure the service from September 2017 which should produce savings on pupil places and top ups. These savings have not been factored in to the 2017/18 estimate and are not included in the options below.

5. Options to Consider for 2017/18 Budget

5.1 Details of the services paid for from the high needs budget and the corresponding budget information are set out in Appendix B. The following paragraphs set out options for consideration if there is a shortfall in high needs funding to meet the current cost of these services in 2017/18. A combination of options could be used, depending on the level of the funding gap. It is proposed that each is considered, and a decision taken on which, if any, should be ruled out at this stage and which should be explored more fully.

5.2 Option 1 – Set a deficit budget in 2017/18

This approach was taken in 2016/17 to avoid cutting services prior to knowing the results of the high needs funding reform consultation which *may* have resulted in additional funding for West Berkshire. Although the reform has been delayed by a year, the second stage consultation should be published by the end of this year, and this should indicate whether West Berkshire is likely to receive more funding in the future. If so, it may be deemed unnecessary to make cuts to services that could be afforded again in the future. Any longer term savings plan could also justify a deficit being set in the short term.

5.3 Option 2 – Transfer funding from the schools block

The original consultation on school funding had proposed that funding transfers from the schools block would not be allowed from 2017/18, but this has not yet been implemented. A significant sum was transferred from the schools block in 2016/17, and this has now been built into the baseline funding of the high needs block. Due to a number of new pressures on school budgets in 2017/18 it is not recommended that further funding should be transferred. This would have an impact on schools being able to set balanced budgets.

5.4 Option 3 – Transfer early years high needs services to the early years block

A new formula for early years funding has been proposed by the Government from 2017/18 (final arrangements have not yet been notified) and this includes a cap of 5% on central spend. Central spend can include high needs costs in relation to early years pupils. The current central spend is significantly below this cap, so it would be possible to move eligible services out of the high needs block to be funded from the early years block. This could include SEN support for pre-school children (£50k approx) and top up payments for nursery pupils.

5.5 Option 4 – Reduce number of places eligible for place funding

If the number of pupils on roll at special schools/resourced units is consistently below the number of places being funded, there is the option to reduce the number of places being funded and to transfer this place funding to special schools/units that are consistently above their place numbers e.g. the special schools. This would then reduce the additional top up payments that are made for additional places and included in the budget figures. It is possible that the number of places in pupil referral units may reduce as a result of the strategic review, but all other place numbers will also need to be reviewed.

Implications / Risks:

- (1) Redundancy costs
- (2) Viability of the unit, particularly if it is a small unit
- (3) Number of pupils needing a placement may go back up

5.6 **Option 5 – Reduce top up funding**

Although possible, any reduction to top up funding would be subject to minimum funding guarantee.

Implications / Risks:

- (1) Impact on school budgets
- (2) Possible difficulty in placing high needs pupils

5.7 **Option 6 – Sensory Impairment**

A saving equivalent to 10% of the total budget has been achieved in 2016-17 through the following measures:

- Reducing the number of visits for non statemented / EHC children with hearing impairment from 4 or 5 to 3 per annum 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
- Reducing support for some individuals who no longer require such a high level of support, through annual reviews
- Rationalising the number of visits provided to special schools

It may be possible to find further savings by cutting back further on numbers of visits and making additional adjustments to the ratio of teachers to teaching assistants within the service.

Implications / Risks:

- (1) Schools may have difficulty meeting the needs of pupils with hearing impairment if the annual number of visits is reduced further.
- (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

5.8 **Option 7 – 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.

Currently one place is sold to another Local Authority and this is likely to increase to two in the near future.
It may be possible to sell a higher proportion of places to other Local Authorities from September 2017.

Implications / Risks:

- (1) Fewer places would be available for students from mainstream schools and PRUs
- (2) Possible increase in expensive out of area placements

5.9 **Option 8 – Equipment**

The budget for equipment in schools for children with SEND is currently £20K and is always fully spent.

The budget could be reduced if schools funded a proportion of the cost of 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

5.10 **Option 9 – Therapy Services**

The service includes speech and language therapy and occupational therapy for children with Statements / EHC Plans. There is a statutory duty to provide these services to children who have a need for speech and language therapy or occupational therapy written in to their Statement or Education, Health and Care Plan as an educational need. The NHS has no duty to provide therapy in these situations. A saving equivalent to 10% of the total budget has been achieved in 2016-17 by reducing the frequency of therapists' visits to schools.

There is no scope to reduce overhead costs. These were assessed in detail as part of a previous savings exercise and were considered to be very low. It may be possible to make further reductions in visits to children in schools but this is likely to be difficult to achieve without breaching statutory requirements.

Implications / Risks

- (1) Pupils' therapy needs not met.
- (2) Possible legal challenge as therapy is quantified in Statements / EHC Plans.

5.11 **Option 10 – Home Tuition**

Home Tuition on medical grounds is a statutory requirement, currently commissioned by WBC from the Reintegration Service which manages the service. This was part of the PRU consultation and a subsequent decision has been made to retain the link with the Reintegration Service 2016/17, and then the new PRU 2017/18, whilst consideration is given its longer term future and delivery model.

Currently the Home Education budget is forecasting an overspend of approximately £65k due to increased numbers. If premises can be improved then savings could be made to staffing budgets as pupils can be taught together.

Implications/Risks:

The service is a statutory requirement and therefore cannot be removed entirely.

The risks of moving it to another setting or organisation will be considered when it is reviewed in 2017/18.

If the budget is reduced for 2017:

- (1) Pupils may not received their statutory entitlement to 'as close to full-time' as they can manage
- (2) Individual tuition will be reduced and education will be accessed on-line. This could have an impact on KS4 results.
- (3) Young people will receive less input from trained adults aiming to reintegrate them into their mainstream schools by developing social and emotional skills and reducing anxiety.

5.12 **Option 11 - Language and Literacy Units (LALs)**

LALs offer specialist part time provision for primary pupils with significant specific literacy difficulties.

It would be possible to close both LALs, close one LAL or retain both LALs but operate them on a part time basis.

Implications / Risks:

- (1) LAL places would be lost altogether or reduced by 50%. There is a risk of increased EHC requests from parents and schools for children who are unable to access a LAL place. This is considered to be a high risk and would impact directly on the Mainstream School Top Up budget.
- (2) Risk of appeals to the SEND Tribunal for specialist school placements, with associated costs.
- (3) Risk of increased cost to schools in making specialist provision for children who would have attended LAL.

5.13 **Option 12 – Specialist Inclusion Support Service**

This service supports children with learning difficulties and associated needs in mainstream schools. Consideration could be given to removing or reducing this service.

Implications / Risks:

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

- (2) Children / staff in mainstream schools unable to access suitable support
- (3) Additional pressure on other SEN services such as CALT and the ASD Service.

5.14 Option 13 – PRU outreach

From Sept 2017 an outreach facility will be part of the new PRU arrangements dependent on capacity.

A cut of £80k was made to this separate budget in 2015/16, with the PRU absorbing the cost. Further savings or removal of this budget is possible.

Implications/Risks

- (1) Schools to support pupils on reintegration into their schools without additional help, reduce the number of outreach sessions they receive, or pay in full for these sessions.
- (2) Less support to schools in reintegrating young people who have been permanently excluded from another school
- (3) Greater costs on Reintegration Service budget

5.15 Option 14 – CALT Team

The CALT Team has been working to an income target since April 2015 which has achieved a saving in the HNB. The team may not meet its full income target in 2016-17 (although the impact of any shortfall will be on the Education Service budget rather than DSG). Evaluations of the service are consistently very positive, but some schools report they cannot afford to buy the service or to buy as much support as they would like.

It is not therefore realistic to set an increased income target. Savings could only be made by reducing the size of the service.

Implications / Risks:

- (1) The core service provided free to all schools who do not buy in would be reduced.
- (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.

5.16 Option 15 – ASD Teachers

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.

Implications / Risks:

- (1) No or reduced support for schools in meeting the needs of children with ASD.

- (2) Pressure for EHC Assessments and Plans for children with ASD who are not currently statemented, with associated costs.
- (3) Increase in demand for placements in specialist ASD schools, with associated costs.

5.17 Option 16 – Vulnerable Children

The Vulnerable Children's Fund of £60k p.a is a highly appreciated, relatively small fund, especially for small schools who have unexpected additional financial pressures due to in-year admissions of children with challenging behaviour. It is specifically devised to promote social inclusion, reduce exclusions and take the pressure off SEN budgets by providing temporary funding.

The budget was reduced in 2015/16 from £80k to £60k. It is possible to remove completely or reduce the fund i.e. only being available for primary schools and / or funding given for shorter periods, or no funding extensions.

The criteria has been strengthened this year, with funding allocated for shorter periods and fewer extensions.

Impact: A survey monkey was sent out to all VCF recipients. There were 7 replies. All 7 reported that VCF was a significant support. 8 out of 11 pupils had no more exclusions. All pupils made both social and academic progress if they remained in school.

Implications/ Risks:

If schools, particularly smaller primary schools, cannot access this support in the future it could lead to:

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

However, there are no staffing costs associated with this fund so removing it would be simple.

6. Conclusion

- 6.1 If additional funding is not forthcoming in the future, options for savings will have to be agreed. All of these options have implications for schools and pupils with SEN and Disabilities.
- 6.2 A view needs to be taken on whether there are options which should not be pursued any further and which options should be developed in more detail.

7. Appendices

Appendix A – High Needs Block Budget Build 2017/18

Appendix B - High Needs Budget Detail

High Needs Budget Detail

1. Place Funding - STATUTORY

- 1.1 Place funding is agreed by the Education Funding Agency (EFA) and has to be passed on to the institution, forming their base budget. Academy and post 16 places are included in the initial HNB allocation but the agreed place numbers are then deducted and paid to the institution direct (DSG top slice). From the 2017/18 financial year the funding will exclude Non Maintained Special Schools (i.e. places at Mary Hare School), but will include all places at further education colleges (i.e. Newbury College). As a result of these changes there will be an adjustment to the funding received in 2017/18, though this is based on 2016/17 places so won't necessarily have a neutral impact.
- 1.2 The EFA is not funding any overall increases to places, although in West Berkshire the actual number of places is greater than the number funded and there continues to be an increase in demand for places in special schools. **Table 1** 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 is a pressure on the High Needs Block.

TABLE 1 – Place Funding Budgets	2016/17 Budget			2017/18 Estimate		
	No. of Places Funded by EFA	£	Current No. of Places	No. of Places Funded (from 1/9/17)	£	Forecast No. of Places
Special Schools – pre 16 (90540)	286	2,860,000	303	286	2,860,000	
Special Schools – post 16 (DSG top slice)	79	790,000	84	79	790,000	
Resource Units Maintained – pre 16 (90584)	50/45	470,830	21	45	450,000	
Resource Units Academies – pre 16 (DSG top slice)	69/74	719,170	72	74	740,000	
Mainstream Maintained – post 16 (DSG top slice)	8	48,000	2	8	48,000	
Mainstream Academies – post 16 (DSG top slice)	22	132,000	15	22	132,000	
NMSS – pre 16 (DSG top slice)	148	1,480,000	N/A	No longer part of LA budget		
NMSS – post 16 (DSG top slice)	48	480,000	N/A	No longer part of LA budget		
Further Education	Not part of LA budget in 16/17		95?	95	570,000	
PRU Place Funding (90320)	84	840,000	84	84	840,000	60
TOTAL	794	7,820,000	676	693	6,430,000	
Funding Adjustment to DSG					-1,390,000	

- 1.3 Work is currently underway to determine, as far as possible, the likely numbers in special schools, resourced schools and mainstream sixth forms in September 2017. These figures can never be totally accurate as assumptions have to be made about which pupils will leave and which will join. Estimated 2017 numbers will be reported to the next meeting.
- 1.4 When the September 2017 position is clearer, it may be necessary to consider whether planned places at any of the resourced units should be reduced, if numbers have been consistently below planned places.
- 1.5 There may be scope to reduce planned place numbers in some mainstream sixth forms.
- 1.6 The number of places in PRUs may reduce as a result of the service review. This would release planned places for redistribution to other institutions.

2. Top Up Funding – STATUTORY

- 2.1 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 2** shows the budget and forecast for 2016/17 and the estimate for 2017/18. The forecast for top up funding in 2016/17 is based on pupils currently receiving this funding (autumn term) and assumes no change in numbers to the end of the financial year.
- 2.2 The main areas of pressure in the top up budgets for 2017-18 are likely to be independent and non maintained special schools and FE college placements. The predictions of cost for 2017-18 take in to account known pupils whose needs can no longer be met in local schools, together with some cases which are due to go to the SEND Tribunal. It is not possible to predict all pupils who may need placements in 2017/18. The figures assume a middle ground between the best case scenario and the worst case scenario (financially) in terms of Tribunal outcomes.
- 2.3 There will be additional top up costs associated with the new Fir Tree ASD Resource, opening in September 2017. These have been taken in to consideration.

TABLE 2 Top Up Budgets	2015/16 Budget		2016/17 Budget			2017/18
	Budget £	Outturn £	Budget £	Forecast £ (Month 7)	Over/ (under)	Estimate
Special Schools Maintained (90539)	2,730,940	2,815,857	3,142,550	3,142,550	0	3,142,550
Non WBC special schools (90548)	735,240	1,067,954	1,068,100	949,480	-118,620	986,750
Resource Units Maintained (90617)	329,230	341,228	367,910	317,910	-50,000	137,480
Resource Units Academies (90026)	419,730	418,346	546,760	506,760	-40,000	620,330
Resource Units Non WBC (90618)	27,860	36,768	50,000	38,190	-11,810	45,000
Mainstream Maintained (90621)	459,980	477,633	480,420	500,420	20,000	480,000

Mainstream Academies (90622)	213,240	181,648	184,790	184,790	0	185,100
Mainstream Non WBC (90624)	62,150	77,129	66,220	66,220	0	66,960
Non Maintained Special Schools (90575)	905,320	829,669	750,950	750,950	0	1,027,380
Independent Special Schools (place & top up) (90579)	1,583,850	1,527,967	1,683,500	1,683,500	0	2,112,670
Further Education (90580)	990,040	937,842	832,650	832,650	0	1,117,650
Disproportionate HN Pupils (90627)	50,000	87,966	127,690	155,690	28,000	155,530
TOTAL	8,507,580	8,800,007	9,301,540	9,129,110	-172,430	10,077,400

2.4 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.

3. Pupil Referral Units (PRU) – STATUTORY

3.1 **Table 3** shows the budgets for PRU top ups. The decision by Schools' Forum for 2016/17 was to reduce the top up rate and increase the charge made to schools to reduce actual spend from the high needs block. This change was effective from September 2016. The 2017/18 estimate includes the full year effect of this change.

TABLE 3	2015/16 Budget		2016/17 Budget			2017/18
PRU Budgets	Budget £	Outturn £	Budget £	Forecast £ (Month 7)	Over/ (under)	Estimate
PRU Top Up Funding (90625)	1,061,000	1,267,764	1,033,340	1,033,340	0	875,870
Non WBC PRU Top Up Funding (90626)	0	11,800	0	0	0	0
TOTAL	1,061,000	1,279,564	1,033,340	1,033,340	0	875,870

3.2 The Strategic Review will inform funding arrangements from September 2017, and should deliver further savings not taken into account in the above figures.

4. Other STATUTORY Services

4.1 **Table 4** details the budgets for other statutory services. The pressure in the current year relates to the Home Tuition Service and the Hospital Tuition Service, although these pressures have been largely offset by savings in other areas.

TABLE 4	2015/16 Budget		2016/17 Budget			2017/18
Other Statutory Services	Budget £	Outturn £	Budget £	Forecast £ (Month 7)	Over/ (under)	Estimate
Applied Behaviour Analysis (90240)	110,730	75,193	76,130	79,470	3,340	76,000

Sensory Impairment (90290)	227,440	244,083	238,800	207,310	-31,490	215,710
Engaging Potential (90577)	540,260	495,274	540,260	502,830	-37,430	463,260
Equipment for SEN Pupils (90565)	20,000	20,535	20,000	20,000	0	20,000
Therapy Services (90295)	315,430	324,932	324,430	293,460	-30,970	293,460
Elective home Education Monitoring (90288)			27,840	27,840	0	27,660
Home Tuition Service (90315)	300,000	338,487	300,000	365,000	65,000	365,000
Hospital Tuition (90610)	0	19,363	20,000	45,000	25,000	45,000
TOTAL	1,513,860	1,517,867	1,547,460	1,540,910	-6,550	1,506,090

4.2 **Applied Behaviour Analysis (ABA)**

- 4.2.1 This budget supports a small number of children with Statements / EHC Plans 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.
- 4.2.2 This budget also covers the cost of children with Statements / EHC Plans accessing other bespoke educational packages where this is the most appropriate and cost effective way of meeting their needs.

4.3 **Sensory Impairment**

- 4.3.1 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 stated and non stated children.
- 4.3.2 West Berkshire Council has a contract with the Sensory Consortium Service which is due for renewal in April 2017.

4.4 **Engaging Potential**

- 4.4.1 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. 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.

4.5 **Equipment for SEN Pupils**

- 4.5.1 This budget funds large items of equipment such as specialist chairs and communication aids for stated pupils.
- 4.5.2 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.

4.6 **Therapy Services (Contract with Berkshire Healthcare Foundation Trust)**

4.6.1 Therapy Services covers the costs for children with SEN who have speech and language therapy or occupational therapy in their Statements or EHC Plans. This budget moved to the HNB in 2015/16.

4.6.2 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.

4.7 Elective Home Education Monitoring

4.7.1 Elective home education monitoring service consists of one part time teacher who monitors children who are electively home educated. There is a statutory duty to monitor arrangements for EHE made by parents.

4.8 Home Tuition

4.8.1 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 is currently commissioned by WBC from the Reintegration Service which provides all management.

4.9 Hospital Tuition

4.9.1 Hospital tuition is a recent addition to HNB funding. WBC is now obliged to pay the educational element of specialist hospital placements, usually for severe mental health issues. These placements are decided by NHS colleagues and we have little influence over the placement or duration of stay. We are negotiating with the settings to ensure we are only charged for the education a young person actually receives and would benefit from.

5. NON STATUTORY Services

5.1 **Table 5** details the non statutory service budgets for 2015/16, 2016/17 and estimates for 2017/18. The latest forecast is that in the majority of cases these budgets should be on-line. These services are non statutory so there is more potential scope to make savings, although a reduction in any of these budgets is likely to increase pressure on statutory budgets.

5.2 The table shows the budget for these services in 2017/18 assuming that these services continue and there are no changes to staffing levels. The only exception to this is the SEN Pre School Support budget which will need to increase in line with the entitlement to 30 hours early years education with effect from September 2017.

5.3 In addition there is a proposal that the cost of the Pre School Teacher Counsellor Service, at £85,000 is met from £45,000 in the Early Years Block and £40,000 in the HNB.

5.4 No budget is shown in 17-18 for independent travel training as it is understood that this funding was given as a one off for 2016-17 only.

TABLE 5	2015/16 Budget		2016/17 Budget			2017/18
Non Statutory Services	Budget £	Outturn £	Budget £	Forecast £ (Month 7)	Over/ (under)	Estimate
Language and Literacy Centres LALs (90555)	134,600	134,600	116,200	116,200	0	116,200
Specialist Inclusion Support Service (90585)	70,000	70,000	70,000	70,000	0	70,000
PRU Outreach Service (90582)	117,000	117,000	117,000	117,000	0	117,000

SEN Pre School Children (90238)	50,210	55,888	50,210	50,210	0	79,500
Cognition & Learning Team (90280)	291,270	283,010	272,440	272,440	0	274,640
ASD Advisory Service (90830)	135,490	133,035	139,720	139,720	0	139,330
Vulnerable Children (90961)	60,000	58,836	60,000	60,000	0	60,000
Pre School Teacher Counselling Service			Met by EY block	N/A	N/A	40,000
Learning Independence for Travel (LIFT)			40,000	17,360	-22,640	0
TOTAL	858,570	852,369	865,570	842,930	-22,640	896,670

5.5 **Language and Literacy Centres (LALs)**

5.5.1 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.

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

5.6 **Specialist Inclusion Support Service**

5.6.1 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.

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

5.7 **PRU Outreach**

5.7.1 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. Schools may request Outreach for any pupil causing concern but it is dependent on capacity.

5.8 **SEN Pre School Children**

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

5.9 **Cognition and Learning Team**

5.9.1 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.

5.9.2 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.

5.10 **ASD Advisory Service**

5.10.1 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.

5.10.2 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.

5.11 **Vulnerable Children**

5.11.1 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.

5.11.2 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.

5.11.3 The budget was reduced in 2015/16 from £80k to £60k. Impact: The criteria has been strengthened this year, with funding allocated for shorter periods and fewer extensions.

5.11.4 A survey monkey was sent out to all VCF recipients. There were 7 replies. All 7 reported that VCF was a significant support. 8 out of 11 pupils had no more exclusions. All pupils made both social and academic progress if they remained in school.

5.12 **Pre School Teacher Counselling Service**

5.12.1 The service comprises of 1.7 teachers who are specialists in early years and SEND. Children under 5 who are identified by Health professionals as having significant SEND 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.

5.12.2 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.

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

5.12.4 The service is currently supporting approximately 100 children.

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Criteria and Budgets for Additional Funds 2017/18

Report being considered by:	Schools Forum		
On:	5/12/2016		
Report Author:	Claire White, Ian Pearson		
Item for:	Decision	By:	All Forum Members

1. Purpose of the Report

- 1.1 To set out the current criteria and budgets for additional funds, for review by members of the Heads Funding Group to ensure they are still relevant and meet their purpose.

2. Recommendation(s)

- 2.1 Agree the criteria for each fund, as set out in the appendices.
- 2.2 Agree the funding to be set aside for each fund as set out in Table 1.

(Primary Schools in Financial Difficulty to be agreed by maintained primary school representatives only)

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

- 3.1 Under the current school funding regulations, no in-year adjustments to funding allocations are permitted and all funding to schools has to be allocated through the approved formula. There are, however, four circumstances where the local authority can provide additional funding:

- 1) A growth fund for the purpose of supporting growth in pre-16 pupil numbers to meet basic need; to support additional classes needed to meet infant class size regulation; and to meet the costs of new schools.
- 2) A falling rolls fund where a population bulge is expected in the future but where a good and necessary school or academy currently has surplus places and faces an unmanageable funding shortfall in the short term.

For each of these funds local authorities are required to produce criteria on which any growth funding or falling rolls fund is to be allocated. These should provide a transparent and consistent basis (with differences permitted between phases) for the allocation of the funding. The criteria should both set out the circumstances in which a payment could be made and provide a basis for calculating the sum to be paid.

- 3) Funding for schools in financial difficulty where a school phase has agreed to de-delegate this funding (primary phase only in West Berkshire). There needs to be agreed criteria on how this funding is to be determined and allocated to schools.
- 4) Funding can be used from the high needs block to allocate additional funding to schools which have a disproportionate number of high needs pupils. This has to be determined by a formulaic method.

3.2 In 2016/17 West Berkshire holds funds for each of these four circumstances. These now need to be reviewed and amended where appropriate following experience in using each during the past year, any further guidance from the DfE, and any comments received from the recent consultation with schools.

3.3 Schools’ Forum is required to agree the criteria and be consulted on the total sum to be top sliced from the DSG. The Schools Forum will receive regular updates on the use of the funding.

4. Proposals

4.1 2016/17 is the fourth year of using such funds, and in each year the criteria has been refined, and amended after reviewing the practicalities, examples from other local authorities, and any relevant comments received from schools.

4.2 No comments have been received from schools through the recent school funding consultation. When comparing our criteria to other local authorities, there do not appear to be any better examples to make use of.

4.3 Therefore, no changes are proposed for 2017/18. However the criteria for each fund are included in the appendices for members of the group to review and to propose any amendments.

4.4 The budget for each fund also needs to be agreed, and the proposed amounts are shown in Table 1 below. Previous year’s budgets and actual are also shown.

TABLE 1	Growth Fund	Falling Rolls Fund	Primary Schools in Financial difficulty	Additional High Needs Funding
Budget Set 2014/15	250,000	120,000	115,470	48,000
<i>Actual Spend 2014/15</i>	<i>148,341</i>	<i>0</i>	<i>112,297</i>	<i>38,576</i>
Budget Set 2015/16	250,000	40,000	115,110	50,000
<i>Actual Spend 2015/16</i>	<i>158,563</i>	<i>0</i>	<i>18,677</i>	<i>87,966</i>
Budget Set 2016/17	250,000	40,000	117,320	127,690
Budget Proposed 2017/18	163,330	40,000	120,000	155,530

4.5 The Heads Funding Group agreed that the growth fund allocation should be reduced according to the likely in-year requirements, assuming that the funding for the new school expected to open in the near future will now be met through the proposed new funding arrangements from 2018/19. This saving of £87k has not yet been taken into account in the Schools Block budget, and will mean additional headroom in this block. The falling rolls fund budget should be maintained – there is

likely to be a school qualifying this year which will continue for at least two years. The primary schools in financial difficulty fund should also continue at the current level, as it is likely more schools will struggle to balance their budgets and will undergo staffing restructures which will qualify for funding. It is apparent that the number of schools with a disproportionate number of high needs pupils is continuing to grow, and funding needs to be set aside to allow for those schools qualifying.

5. Consultation and Engagement

5.1 All schools were asked for their views in the recent school funding consultation.

6. Appendices

Appendix A – Proposed Growth Fund Criteria 2017/18

Appendix B – Proposed Falling Rolls Fund Criteria 2017/18

Appendix C – Proposed Funding for Primary Schools in Financial Difficulty Criteria
2017/18

Appendix D – Proposed Additional High Needs Funding Criteria 2017/18

Growth Fund Criteria 2017/18

1. Background

- 1.1 Under the current School Funding Regulations, local authorities can set up a growth fund from the DSG in advance of allocating school budget shares. The purpose of the growth fund is to support maintained schools and Academies which are required to provide extra places in order to meet basic need within the authority and to meet the cost of new and reorganised schools including pre-opening and diseconomy costs. It can also include funding schools where very limited pupil number growth requires an additional class as required by infant class size regulations. It cannot be used for general growth in pupil numbers at a school due to a school's popularity.
- 1.2 The growth fund is ring-fenced so that it can only be used for the purpose of supporting growth in pre 16 pupil numbers to meet basic need. Any funds remaining at the end of the financial year must be added to the following year's DSG and reallocated to maintained schools and Academies through the local formula.
- 1.3 Local authorities are required to provide on a transparent and consistent basis the criteria on which any growth funding is to be allocated. The criteria should both set out the circumstances and have clear objective trigger points for a school to qualify for payment and provide a clear formula for calculating the sum to be paid.
- 1.4 The Schools' Forum is required to agree the criteria and the total sum to be top sliced from each phase, and will receive reports on the use of the funding.
- 1.5 The criteria and funding for **2017/18** as agreed by the Schools' Forum at its meeting on **5th December 2016** is set out below.

2. Growth Fund Criteria

2.1 New School

Pre opening costs payable to a new school such as for the Headteacher and other staffing and recruitment costs prior to opening and initial equipping allowance *where the school is opening in response to basic need in the area*.

Funding will be actual cost of staff appointed and in post prior to the opening of the new school up to a maximum of £75,000, plus a fixed one-off lump sum of £25,000 for all other purchases necessary before the school opens.

Diseconomies of scale. The total pupil numbers required by the new school to ensure viability will be agreed in advance with the school on an annual basis whilst the school is growing to full capacity and funding paid via the school formula will be based on this number. This will meet any diseconomies of scale and the school will not require additional funding from the growth fund.

2.2 Extending Age Range (including new schools)

This is payable to a school which has extended its age range and set up a new class in agreement with the authority *in response to basic need in the area*. Funding is payable from the growth fund where the new pupil numbers have not been added to the school formula funding in agreement with the DfE (i.e. the deadline for such

agreement was missed) or the new pupil numbers are greater than the number agreed with the DfE.

Funding will be total AWPU per additional pupil in the new class (pro rata for the remainder of the financial year).

2.3 Provision of an Extra Class

This is payable where a school has *agreed with the authority to provide an extra class in order to meet basic need in the area* (either as a bulge class or as an ongoing commitment).

Funding will be total AWPU per additional pupil in the new class up to a maximum of £50,000 per class (approx. 17 pupils in primary, 11 pupils in secondary) pro rata for the remainder of the financial year. £50,000 will pay for a full time teacher at mid scale, a term time only Teaching Assistant, and approximately £9,000 for other costs.

2.4 Increase in Pupil Admission Number (PAN)

This is payable where a school has increased its admission number by 5 or more pupils *in agreement with the authority*, but this has not necessitated an additional class, or is not in response to basic need for a bulge class or general pupil number growth in the area.

Funding will be 50% of the AWPU per additional pupil up to a maximum of £25,000 (approx. 17 pupils in primary, 11 pupils in secondary) pro rata for the remainder of the financial year.

2.5 KS1 Classes (infant class size)

This is payable to a school with infant classes which is required to set up an additional class in the Autumn term as required by infant class size regulations, and the school cannot accommodate all its additional reception and Key Stage 1 pupils in classes of 30 or less i.e. the total number of pupils in the 3 year groups exceeds a multiple of 30. (see Appendix A for examples).

In order to qualify for the additional funding, the school must have set up an additional class and employed an additional teacher, and must not have exceeded its admission number unless requested to by the LA.

Funding will be a fixed sum of £40,000 for each new class (to pay for a mid scale teacher plus a teaching assistant), pro rata for the remainder of the financial year.

Before setting up an additional class and employing an additional teacher, schools should be aware that this additional in-year payment is temporary one-off funding for the remainder of the financial year in order to meet the pupil's basic need until full per pupil funding is received the following April. Schools will be required to meet the costs of the additional class from their formula pupil funding and lump sum from the following financial year. Schools accessing the infant class size funding where pupil numbers are just 2 or 3 above the limit, should carefully consider the longer term financial implications of employing an additional teacher (approximately 11 additional pupils are needed to pay for a midscale teacher, or 9 additional pupils for a newly qualified teacher).

3. Funding to be Top sliced from DSG

3.1 The sum to be set aside in 2017/18 is as follows:

Estimated Requirement	Calculation	Total
New School (none expected)		£0
Extending Age Range (none expected)		£0
Additional Classes x 4	$£50,000 \times 4 \times 7/12$	£116,667
Increase in PAN (none expected)		£0
Infant classes x 2	$£40,000 \times 2 \times 7/12$	£46,667
Contingency		£0
TOTAL DSG REQUIREMENT		£163,330

- 3.2 Funding requests from schools are to be submitted to Schools' Finance who will make payment following approval by the Head of Education if he is satisfied that the criteria are met. All approvals will be reported to Schools' Forum.
- 3.3 Any overspends in year will be met from a top slice of the following years DSG allocation. Any underspends will be carried forward and reallocated to all schools through the following years funding formula.

Falling Rolls Fund Criteria 2017/18

1. Background

- 1.1 Since 2014/15, local authorities have been able to top slice the DSG in order to create a small fund to support good schools with falling rolls. This is for where a population bulge is expected in the future but where a good and necessary school or academy currently has surplus places and faces an unmanageable funding shortfall in the short term.
- 1.2 The falling rolls fund is ring-fenced. Any funds remaining at the end of the financial year must be added to the following year's DSG and reallocated to maintained schools and Academies through the local formula.
- 1.3 It is mandatory that the falling rolls fund is restricted to population increases expected in 2-3 years in necessary schools which are classed by OFSTED as good or outstanding.
- 1.4 Local authorities are required to provide on a transparent and consistent basis the criteria on which any falling rolls funding is to be allocated. The criteria should both set out the circumstances in which a payment could be made and provide a basis for calculating the sum to be paid.
- 1.5 The Schools' Forum is required to agree the criteria and the total sum to be top sliced from each phase, and will receive reports on the use of the funding.
- 1.6 The criteria and funding for 2017/18 as agreed by the Schools' Forum at its meeting on 5th December 2016 is set out below.

2. Falling Rolls Criteria

- 2.1 School must have been judged good or outstanding at their last OFSTED inspection.
- 2.2 The total number of pupils on roll (4 – 16) has fallen by at least 10% or 30 pupils between October 2016 census and October 2017 census.
- 2.3 Local planning data shows a requirement for at least 50% of these places being refilled within the next 3 years.
- 2.4 According to the current pupil numbers on roll, the school needs to reduce the number of classes required now, but will need to increase the number again within the next 3 years (calculation based on classes of 30 pupils)
- 2.5 Where a school meets the above criteria, funding will be provided equivalent to the staffing cost of continuing to run the additional class(s) at a fixed sum of £40,000 per class pro rata to the number of pupils the roll has reduced by in each class (e.g. if year 3 has reduced by 10 compared to 30 in the previous year, payment will be $£40,000 \times 10/30 = £13,333$ for this class). This will be pro rata for the remainder of the financial year, and will enable the school to continue with the current number of classes without incurring a redundancy.

3. Funding to be Top sliced from DSG

- 3.1 The sum to be set aside in 2017/18 is £40,000
- 3.2 Funding requests from schools are to be submitted to Schools' Finance who will make payment following approval by the Head of Education if he is satisfied that the criteria are met. All approvals will be reported to Schools' Forum.
- 3.3 Any overspends in year will be met from a top slice of the following years DSG allocation. Any underspends will be carried forward and reallocated to all schools through the following years funding formula.

Appendix C

Funding for Primary Schools in Financial Difficulty Criteria 2017/18

1. Background

- 1.1 Under School funding reform, from April 2013 local authorities have been required to delegate to all schools the contingency previously held for schools in financial difficulty. Each phase in the maintained sector has the option of de-delegating this funding to continue to have this funding centrally retained.
- 1.2 At the Schools' Forum meeting held on **5th December 2016**, the primary school members of the Forum opted to continue to de-delegate this funding in **2017/18** at a rate of **£9.55** per pupil. The amount totals **£120,000** in **2017/18**.
- 1.3 The Schools' Forum is required to set clear criteria for the allocation of this funding. The criteria for **2017/18** was reviewed and agreed by the Schools' Forum at its meeting on **5th December 2016** and is set out below.

2. Contingency for Schools' In Financial Difficulty Criteria (Maintained Primary Schools Only)

If a school has a deficit budget it may be allocated additional support funding. If a school can meet the following criteria, a bid for additional funding can be made by the school to be considered by the Schools' Forum:

1. The school has sought and followed the advice of the Schools' Accountancy Service **prior** to going into deficit
2. The school has (up to) a five year robust deficit recovery plan in place which has been discussed with and verified by the Schools' Accountancy Service.
3. Additional funding may be payable for one of the following exceptional unforeseen circumstances which has taken the school into deficit:
 - Short term downturn in pupil numbers - to maintain current staffing structure where evidence can be provided that the numbers are likely to recover within a 2 - 3 year period and where downsizing of staff and resultant redundancy costs in order to balance the budget on a short term basis would not be an efficient use of resources.
 - Sudden permanent downturn in pupil numbers in a school causing concern (i.e. Ofsted category of notice to improve or worse) - to maintain current staffing levels on a temporary basis where to reduce the staffing levels immediately in order to balance the budget would be detrimental to the recovery of standards in the short term.
 - Unforeseen sudden permanent downturn in pupil numbers - to cover staffing costs during a short term interim period whilst restructuring takes place and in order where possible to avoid redundancies (such as through natural wastage).
 - Redundancy payments, where the staffing reductions are required in order to balance the budget, but these costs will put the school further into a deficit position and **taking the school longer to recover the deficit**.

In order to access this funding, a school will need to complete and submit an application to the WBC Schools' Finance Manager who will arrange a panel (usually

the next Heads Funding Group) to assess the application. The school will be invited to present their case in person to the panel and answer questions. The panel will also be provided with benchmarking information produced by Schools' Accountancy (which will be shared with the school prior to the meeting). The panel will recommend the amount and duration of the financial support to Schools' Forum for approval or not.

Appendix D

Additional High Needs Funding Criteria 2017/18

1. Background

- 1.1 Local authorities can provide additional targeted support to individual schools from its high needs block where it would be unreasonable to expect the first £6,000 of support for that schools high needs pupils to be met by them from its (pre 16) formula funding due to an exceptional number of such pupils on its roll.
- 1.2 The guidance from the DfE has stated that the additional funding paid to schools should be formulaic based on the number of high needs pupils in each school. It cannot take into account lower level needs of pupils. The formula or criteria should be as clear and simple as possible, and should be devised so that additional funds are targeted only to a minority of schools which have particular difficulties because of their **disproportionate number** of high needs pupils or their characteristics.
- 1.3 The Schools' Forum agreed the methodology at its meeting on **5th December 2016**, and this is set out below.

2. Methodology and Process

- 2.1 There will be an additional payment to schools where the actual number of pre 16 high needs pupils (i.e. pupils in mainstream receiving top ups) is significantly (1%) above the average of all schools in West Berkshire.
- 2.2 Where the actual number of pre 16 high needs pupils per school is 1% above the West Berkshire average (the average is calculated using the number of high needs pupils in January **2017** and shown in the pink column on the attachment), each additional high needs pupil will attract £6,000 in addition to the top up. The number of additional pupils will be calculated on a proportionate basis rather than rounding up or down to whole pupil numbers to avoid a funding cliff-edge.
- 2.3 The funding will be paid pro rata each term based on the actual number of pre 16 pupils receiving top ups at that time for the number of days in that term i.e. calculated and paid in April, October and January.
- 2.4 The attached table shows for each school how many high needs pupils equals the average + 1% (the pink column) before qualifying for additional funding in **2017/18**. Schools will receive £6,000 per 1.0 high needs pupils they have on roll *above this average number*. Note that funding may be a proportion of £6,000 if the calculation is less than 1.0.
- 2.5 The amount of funding to be set aside for this purpose in the high needs budget will be **£155,000**.

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De-delegation Proposals 2017/18

Report being considered by: Schools' Forum
On: 05/12/2016
Report Author: Claire White, Ian Pearson
Item for: Decision **By:** All Maintained Schools Representatives

1. Purpose of the Report

- 1.1 This report sets out the details, cost, and charges (de-delegations) to schools of the services on which primary and secondary maintained school representatives are required to vote (on an annual basis) on whether to de-delegate or not.

2. Recommendation(s)

- 2.1 Maintained primary and secondary heads to agree the de-delegations as set out in Table 7.
- 2.2 To defer the decision on services previously funded by the Education Services Grant until the January 2017 meeting of the Schools' Forum, by when the finance regulations clarifying the services and the process should have been published.

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 Four services with approval from the Schools' Forum are centrally provided to primary and secondary maintained schools in the 2016/17 financial year through the pooling of funding. A decision is required in order to continue these arrangements for 2017/18. In addition, a new service is being proposed for this arrangement in 2017/18, and reforms to the Education Services Grant require a decision on the de-delegation of some of the services formally paid for from this grant. The Primary and Secondary school representatives on the Schools' Forum are required to make these decisions for their own phase.
- 3.2 If the School's Forum decides to pool any of these services, funding from the maintained schools will be returned to the Local Authority (de-delegated) and they will continue to be centrally retained. Academies and other schools may be able to choose to buy into such services subject to service provider agreement.
- 3.3 The services where maintained schools have the option to pool funding in 2017/18 are:
- Behaviour Support Services
 - Ethnic Minority Support
 - Trade Union Representation

- Schools in Financial Difficulty (primary only)
- CLEAPSS (new for 2017/18)

In addition, some services previously funded by the Education Services Grant are required to be de-delegated, although final information relating to this change has not yet been received from the Government.

- 3.4 Appendix A sets out the total cost of each service and an indication of the amount to be de-delegated from each school based on the **draft October 2016** census, and are therefore subject to change. There has also been a small impact due to two additional schools that will be an academy from April 2017.

4. Behaviour Support Service

- 4.1 The Behaviour Support Service proposal for 2017/18 is set out in Appendix B. Following discussions with some Primary Heads, a new look service is proposed.
- 4.2 Table 1 shows the budget and unit charge for 2017/18 compared to 2016/17. There is a small decrease to the overall cost of the revised service. The total cost will be divided by the total numbers of pupils in the October census to determine a unit charge per pupil on which the de-delegated amount per school will be based on. As all schools will have access to all aspects of the service, the same unit charge will apply to both primary and secondary schools. Based on the draft October 2016 census this is £13.77 per pupil.

TABLE 1	2016/17		2017/18	
	Unit Charge per pupil	Budget	Unit Charge per pupil	Budget
Maintained Primary Schools	£14.71	£184,772	£13.77	£171,470
Maintained Secondary Schools	£11.71	£39,580	£13.77	£41,900
		£224,352		£213,370

5. Ethnic Minority and Traveller Achievement Service

- 5.1 The detail of the Ethnic Minority and Traveller Achievement Service (EMTAS) is set out in Appendix C.
- 5.2 Table 2 shows the budget and unit charge for the service for 2017/18 compared to 2016/17. The proposal for 2017/18 is much the same as 2016/17 with no change to the cost (other than a reduction due to academy transfers). The total cost will be divided by the total number of pupils recorded as having English as an additional language (EAL) in the October census to determine a unit charge per EAL pupil on which the de-delegated amount per school will be based on. As all schools will have access to all aspects of the service, the same unit charge will apply to both primary and secondary schools. The figures are currently based on the October 2015 census which equates to £349.43 per pupil, but the final rate will be determined according to the number of EAL pupils in the October 2016 census.

TABLE 2	2016/17		2017/18	
	Unit Charge per EAL pupil	Budget	Unit Charge per EAL pupil	Budget
Maintained Primary Schools	£331.00	£231,908	349.43	£226,052
Maintained Secondary Schools	£1,117.00	£20,127	349.43	£5,248

£252,035

£231,300

6. Trade Union Representation

- 6.1 The detail of the service provided by Trade Union representatives to schools is set out in Appendix D. A joint letter from the Trade Unions promoting the de delegation of this service is attached in Appendix F.
- 6.2 Table 3 shows the budget and unit charge for the service for 2017/18 compared to 2016/17. The proposal for 2017/18 is the same as 2016/17 with the cost based on 1FTE supply teacher on UPS3. It is assumed there will also be some buy in from academy schools. The total net cost will be divided by the total number of pupils in the October census to determine a unit charge per pupil on which the de-delegated amount per school will be based on. As all schools have access to all representatives (irrelevant to what school they are based in), the same unit charge will apply to both primary and secondary schools. Based on the draft October 2016 census this is £3.16 per pupil.

TABLE 3	2016/17		2017/18	
	Unit Charge per pupil	Budget	Unit Charge per pupil	Budget
Maintained Primary Schools	£2.77	£34,794	£3.16	£39,297
Maintained Secondary Schools	£3.54	£11,965	£3.16	£9,603
		£46,759		£48,900

7. Schools in Financial Difficulty

- 7.1 If schools decide to de-delegate funding to provide a fund for schools in financial difficulty, the amount to be pooled can be for any amount. Currently only primary schools de-delegate, as it does not make sense for the few maintained secondary schools to do so.
- 7.2 The proposal shown in Table 4 assumes continuing with an annual fund of £120,000, which would equate to £9.64 per pupil based on the draft October 2016 census. More schools are now applying for funding, and it is largely used for one off exceptional costs such as those in relation to staffing restructures. If it is agreed to continue pooling, Schools' Forum will also be required to agree the criteria for primary schools to access this fund.

TABLE 4	2016/17		2017/18	
	Unit Charge per pupil	Budget	Unit Charge per pupil	Budget
Maintained Primary Schools	£9.34	£117,320	£9.64	£120,000
Maintained Secondary Schools				
		£117,320		£120,000

8. Consortium of Local Education Authorities for the Provision of Science Services (CLEAPSS)

- 8.1 The detail of the service provided by this subscription is set out in Appendix E.
- 8.2 Currently this is an optional buy back, and some schools do not purchase this subscription through the local authority. This does not make sense, as it cannot be purchased cheaper elsewhere. Most of the West Berkshire academies also

purchase this subscription through the local authority. By bringing this subscription into the de-delegation arrangements it will ensure all maintained schools are covered at the cheapest rate, and it will cut down on the current administration time of this scheme.

- 8.3 As the actual pricing from CLEAPSS will not be available until after the schools budget has been set, an assumption has been made on the 2017/18 fee. Any over or under spend will be recovered the following year, as in all de-delegated services. The proposed charges in 2017/18 are shown in table 5. The unit charge includes the administration fee. Note that secondary schools will need to pay the fee relating to sixth form pupils separately as de-delegation is based on pre 16 pupils only.

TABLE 5	2017/18		
	Unit Charge per pupil	Unit Charge per school	Budget
Maintained Primary Schools	£0.15		£1,870
Maintained Secondary Schools	£0.15	£220	£1,120
			£2,990

9. Services Previously Funded by the Education Services Grant

- 9.1 From 2017/18 the General Education Services Grant (ESG) of £1,472k is being cut. This grant is currently received by local authorities to provide some mainly statutory services to maintained schools. Academies also receive this grant in order to pay for the same services, and will also have their grant cut. A consequence of this is that maintained schools will be charged for these services, and academies will continue to pay for these services but no longer receive the grant to pay for them.
- 9.2 The school finance regulations for next year have not yet been received. It is assumed that the process of charging maintained schools for these services will work the same as de-delegations, in that the cost of these services will be deducted from school budget allocations, and will need to be agreed by the Schools Forum for each phase. Special schools, PRUs, nursery schools, and secondary sixth forms will also be subject to these charges, though not through the de-delegation process.
- 9.3 An assumption has been made on what these services will be and an indication provided on the likely budget and unit charge. These are shown in Table 6. The figures exclude the costs that will be recovered from other schools. As this is all subject to final confirmation from the DfE, the decision on these services will need to be made at the January 2017 meeting of the Schools' Forum. Further information on these services and the costs will be provided for this meeting.

TABLE 6	2017/18	
	Unit Charge per pupil	Budget
School Improvement	£27.27	£422,495
Teachers pension scheme administration	£1.64	£25,399
Internal audit of schools	£2.29	£35,536
Accountancy (non buy back element)	£1.71	£26,467
Health & Safety for schools	£2.99	£46,350
Education computer systems	£8.07	£125,083
SACRE	£0.25	£3,813

	£44.22	£685,145
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- 9.4 Some local authorities currently provide all aspects of health and safety for schools as a central service rather than partly through an optional buy back. Ultimately the local authority is accountable and therefore this makes sense. It is proposed to bring the buy-back element of the service into the central service so all schools will be eligible for all aspects of the service. Currently, 50 schools buy back the service. This proposal will mean that the buy-back fee will go, and all schools will pay for one complete service through de-delegation, rather than there being two separate fees. Details of this proposal will be brought to the January meeting for decision.

10. Summary of Proposals

Table 7 summarises the proposals agreed by Heads Funding Group:

TABLE 7	Primary De-delegation	Primary Budget £	Secondary De-delegation	Secondary Budget £
Behaviour Support	YES	171,470	YES	41,900
Ethnic Minority Support	YES	226,052	YES	5,248
Trade Union Representation	YES	39,297	YES	9,603
Schools in Financial Difficulty	YES	120,000	NO	
CLEAPSS	YES	1,870	YES	1,120
Services previously funded through the Education Services Grant	To be determined in January			

11. Consultation and Engagement

- 11.1 The proposals set out in this report were included in the consultation on the proposed school funding arrangements for 2017/18 which went out to all schools. No school responded negatively to the proposals (although the details relating to CLEAPSS and the Education Services Grant changes were not available at the time of the consultation).

12. Appendices

Appendix A – Indicative De-delegations per school for 2017/18

Appendix B – Behaviour Support Service

Appendix C – Ethnic Minority & Traveller Achievement Service

Appendix D – Trade Union Representation Service

Appendix E – CLEAPSS Service

Appendix F – Letter from Trade Unions

Indicative De-Delegations for 2017/18 - Based on October 2016 DRAFT Census Data										
Cost Centre	School	Proposed Service Costs		Behaviour Support	Ethnic Minority Support	Trade Union Representation	Schools in Financial Difficulty	CLEAPSS	Education Services Grant	Primary Secondary Total
		£213,370	£231,300	£48,900	£120,000					
Data Oct 16		by Pupil No's	by EAL Pupils	by Pupil no's	by Pupil No's	by Pupil No's	by Pupil No's	by Pupil No's	Unit Rates	
Pupil No's		EAL No's	£13.77	£349.43	£3.16	£9.64	£0.15	£44.23	Primary	
			£13.77	£349.43	£3.16	£0.00	£0.15	£44.23	Secondary	
		£220.00 (fix sum)							TOTAL	
91000	Aldermaston Church of England Primary School	186	6.1	2,562	2,118	587	1,793	28	8,227	15,319
91100	Basildon Church of England Primary School	143	0.0	1,970	0	451	1,378	21	6,325	10,146
91300	Beedon Church of England Controlled Primary School	47	2.3	647	796	148	453	7	2,079	4,131
91400	Beenham Primary School	82	3.5	1,129	1,229	259	790	12	3,627	7,047
91200	Birch Copse Primary School	424	7.0	5,840	2,447	1,338	4,087	64	18,753	32,529
91500	Bradfield Church of England Primary School	142	0.0	1,956	0	448	1,369	21	6,280	10,075
91600	Brightwalton Church of England Aided Primary School	100	1.2	1,377	409	316	964	15	4,423	7,504
91700	Brimpton Church of England Primary School	51	0.0	702	0	161	492	8	2,256	3,618
91800	Bucklebury Church of England Primary School	129	0.0	1,777	0	407	1,243	19	5,705	9,152
91900	Burghfield St. Mary's Church of England Primary School	206	0.0	2,837	0	650	1,986	31	9,111	14,615
92000	Calcot Infant School & Nursery	236	47.9	3,251	16,731	745	2,275	35	10,438	33,475
92100	Calcot Junior School	279	13.0	3,843	4,543	881	2,689	42	12,340	24,337
95600	Chaddleorth St. Andrew's Church of England Primary Sch	29	2.5	399	858	92	280	4	1,283	2,915
92400	Chieveley Primary School	210	2.3	2,892	820	663	2,024	32	9,288	15,179
95900	Cold Ash St. Mark's Church of England Primary School	197	2.4	2,713	827	622	1,899	30	8,713	14,804
92200	Compton Church of England Primary School	187	3.6	2,576	1,273	590	1,803	28	8,271	14,541
92300	Curridge Primary School	103	2.3	1,419	817	325	993	15	4,556	8,124
92500	Dow nsway Primary School	209	2.3	2,879	814	660	2,015	31	9,244	15,642
92800	Enborne Church of England Primary School	65	0.0	895	0	205	627	10	2,875	4,612
92900	Englefield Church of England Primary School	98	1.2	1,350	417	309	945	15	4,334	7,370
93000	Falkland Primary School	451	10.4	6,212	3,631	1,424	4,347	68	19,947	35,628
93200	Francis Baily Primary School	541	19.9	7,452	6,963	1,708	5,215	81	23,928	45,346
93400	Garland Junior School	217	7.0	2,989	2,446	685	2,092	33	9,598	17,842
93500	Hampstead Norreys Church of England Primary School	88	0.0	1,212	0	278	848	13	3,892	6,243
93600	Hermitage Primary School	193	3.5	2,658	1,217	609	1,860	29	8,536	14,910
93700	Hungerford Primary School	392	17.4	5,398	6,073	1,237	3,779	59	17,338	33,885
92700	The Isleys Primary School	57	0.0	785	0	180	549	9	2,521	4,044
93800	Inkpen Primary School	76	0.0	1,047	0	240	733	11	3,361	5,392
93900	John Rankin Infant & Nursery School	264	24.6	3,636	8,611	833	2,545	40	11,676	27,342
94000	John Rankin Junior School	280	6.0	3,857	2,105	884	2,699	42	12,384	21,971
94100	Kennet Valley Primary School	194	23.7	2,672	8,275	612	1,870	29	8,580	22,039
94200	Kinbury St. Mary's Church of England Primary School	140	2.4	1,928	840	442	1,350	21	6,192	10,773
94300	Lambourn Church of England Primary School	197	8.1	2,713	2,846	622	1,899	30	8,713	16,823
94400	Long Lane Primary School	210	4.7	2,892	1,626	663	2,024	32	9,288	16,525
95800	Mortimer St. Johns Church of England Infant School	181	9.3	2,493	3,261	571	1,745	27	8,005	16,103
97500	Mortimer St. Mary's Church of England Junior School	216	1.0	2,975	349	682	2,082	32	9,553	15,674
94500	Mrs. Bland's Infant & Nursery School	169	14.2	2,328	4,955	533	1,629	25	7,475	16,945
94600	Pangbourne Primary School	205	9.4	2,824	3,292	647	1,976	31	9,067	17,836
94700	Parsons Down Infant School	217	14.4	2,985	5,019	685	2,092	33	9,598	20,415
94800	Parsons Down Junior School	308	6.0	4,242	2,097	972	2,969	46	13,622	23,949
94900	Purley Church of England Infants School	112	9.6	1,543	3,368	354	1,080	17	4,954	11,314
95000	Robert Sandilands Primary School & Nursery	247	9.0	3,402	3,161	780	2,381	37	10,924	20,685
95100	Shaw -cum-Donnington Church of England Primary School	94	4.7	1,295	1,628	297	906	14	4,157	8,297
95200	Shefford Church of England Primary School	29	1.3	399	437	92	280	4	1,283	2,494
95300	Speenhamland Primary School			0	0	0	0	0	0	0
95400	Springfield Primary School	301	8.2	4,146	2,862	950	2,901	45	13,313	24,217
95500	Spurcroft Primary School	433	15.8	5,964	5,509	1,367	4,174	65	19,151	36,230
95700	St. Finian's Catholic Primary School	197	7.1	2,713	2,471	622	1,899	30	8,713	16,448
97700	St. John the Evangelist Infant & Nursery School	180	27.1	2,479	9,461	568	1,735	27	7,961	22,232
97800	St. Joseph's Catholic Primary School	210	48.0	2,892	16,783	663	2,024	32	9,288	31,682
96200	St. Nicolas Church of England Junior School	258	10.0	3,554	3,494	814	2,487	39	11,411	21,799
96100	St. Pauls Catholic Primary School	325	53.3	4,476	18,639	1,026	3,133	49	14,374	41,697
96300	Stockcross Church of England Primary School	101	2.4	1,391	827	319	974	15	4,467	7,993
96400	Streathley Church of England Voluntary Controlled Primary S	98	4.6	1,350	1,590	309	945	15	4,334	8,543
96500	Sulhamstead and Ufton Nerve Church of England Voluntary	101	0.0	1,391	0	319	974	15	4,467	7,166
99700	Thatcham Park Church of England Primary School	386	18.9	5,317	6,588	1,218	3,721	58	17,072	33,974
96600	Theale Church of England Primary School	275	18.5	3,788	6,472	868	2,651	41	12,163	25,983
96700	Welford and Wickham Church of England Primary School	94	0.0	1,295	0	297	906	14	4,157	6,669
96800	Westwood Farm Infant School	174	16.5	2,397	5,782	549	1,677	26	7,696	18,127
96900	Westwood Farm Junior School	215	6.7	2,961	2,341	679	2,072	32	9,509	17,594
98700	The Willows Primary School	345	58.9	4,752	20,596	1,089	3,326	52	15,259	45,073
99400	The Winchcombe School	390	46.8	5,372	16,340	1,231	3,759	59	17,249	44,009
97300	Woolhampton Church of England Primary School	92	0.0	1,267	0	290	887	14	4,069	6,527
97400	Yattendon Church of England Primary School	73	0.0	1,005	0	230	704	11	3,229	5,179
98800	The Downs School	898	2.0	12,369	699	2,835	0	355	39,717	55,974
99000	John O'Gaunt Community Technology College			0	0	0	0	0	0	0
99200	Little Heath School	1,282	10.0	17,658	3,500	4,047	0	412	56,701	82,318
99600	The Willink School	862	3.0	11,873	1,050	2,721	0	349	38,125	54,118
	PRIMARY TOTAL	12,449	647	171,470	226,052	39,297	120,000	1,867	550,601	1,109,288
	SECONDARY TOTAL	3,042	15	41,900	5,248	9,603	0	1,116	134,543	192,410
	TOTAL ALL SCHOOLS	15,491	662	213,370	231,300	48,900	120,000	2,984	685,145	1,301,698

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Behaviour Support Service

Outline of Proposed Service 2017/18

The Behaviour Support Team offers experienced, evidence-based advice and support on a wide range of topics. A significant proportion of BST work is supporting class teachers to develop effective behaviour strategies.

Key Features Requested by Primary Heads

3 Heads (volunteered) – main themes:

1. Quick and flexible response to challenging cases in Primary Schools
2. Focus on the more challenging children/families rather than strategies they felt already knew.
3. The desire for strategies/approaches to be modeled/embedded by new team support staff.
4. Information about key people/roles and teams in West Berkshire and how they connect with each other. Vital for new Heads
5. A need for an actual Primary PPP rather than a virtual one.
6. Debate around criteria for levels of acceptable behaviour – maybe some guidance but we agreed this is highly context specific.

A New look Team

1. The Team –
 Darren Suffolk (0.8 Senior EP)
 Andy Cordell (1.0fte Exclusions Officer)
 3 specialist High Level Teaching Assistants
 Access to education welfare and education psychologist advice
2. Rapid Response: capacity to respond rapidly to school concerns. This could relate to children but also whole school situations that arise. Behaviour would be main focus but wouldn't exclude other complex situations.
3. One access point would be a *Generating Solutions* meeting – Darren, new workers, school rep/s and parent/s where possible. 1 hour – clear process and actions. Worker produces 1 side A4 actions sheet on return to office – pretty immediate process. Evidence based success. (It will not be talking and going away which might be an anxiety that people will have). There will be actions and workers can

deliver these where necessary. However, this is not a fixed entry point and flexibility/ pragmatism will be essential.

4. Other access points could come from other services, exclusion alerts. Will likely have weekly allocation/review process initially. There will be some admin considerations.
5. The team will be informed by a set of principles relating to motivation and change. Darren has worked on this extensively. Essentially a very honest analysis of any situation and actually clear suggestions of what people need to do to move it forward. Darren and Andy would take control/ownership of more complex cases and deliver or push for necessary actions.
6. Partners and working relationships: Darren will look to develop the notion of partners. A partner would be someone/ a team with an agreed clear working relationship. Obvious ones are EHA, Oaks, PRU Outreach, EPS, EWS, and ASD support teachers etc. Clarity of processes – flowchart – required for schools.
7. All of the above should be able to link and sit neatly with Local Authority Social Inclusion agenda and restorative themes.
8. A new name and a base at West Street House. They will be out of the office plenty of the time.
9. A high level of supervision and guidance for new people will be needed over the course of the first year. This will pay dividends though.
10. We will seek good data and evaluation of services provided.

What would schools get?

1. Immediate write up and actions – agreed review in cases where necessary.
2. Links in with other support services and help in securing necessary actions
3. More direct support with very complex cases involving wide range of services and bringing this altogether sensibly.
4. Access to support for challenging whole school situations.
5. Direct links into PAR (Pupils at Risk of exclusion mtg), PPP (Pupil Placement Panel & Fair Access process), VCF (Vulnerable Childrens Fund) other relevant systems/services
6. Support from workers where appropriate to help implement/model strategies in school
7. Clear information who's who –links etc –regularly updated.
8. Suggestions and links re potential training needs

Main Losses

1. The main loss will be a dedicated school link. However, given such a small team this is sensible. All schools would be able to access support when needed and I would seek some continuity in terms of worker but not have this as a referral source.
2. There would be a significant loss in training. Although this could be picked up by others and in the future we could build this capacity. Schools may need to buy in bespoke training from outside providers or other services e.g. EPS, PRU outreach.

Proposed Cost of Delivery in 2017/18

The following table summarises the proposed cost of the service for 2017/18. It is based on employing the team members outlined above.

	Total £
Staffing Costs	198,460
Other Costs	6,150
Surplus / Deficit Brought Forward	-10,640
Sub Total	193,970
Support Service Recharges	19,400
Total	213,370

This does not include any income from Academies for the part of the service they are currently receiving. If charged, this will reduce the net cost (by up to £20k) and the charge to maintained schools.

Method of charging in 2017/18

The total net cost of the service will be divided by the total number of pupils recorded in the October 2016 census to arrive at a per pupil amount for charging purposes. Using October 2015 census data to provide an indicative amount, this would equate to £13.38 per pupil. Appendix A of the main report shows the indicative total amount per school.

Other Options which *may* be considered

1. The local authority offer a fully traded service (likely to increase the cost to individual schools).
2. Schools “pay as you go” either by employing/using own staff when needed or purchasing support from external providers (may include the local authority if still able to offer this service).
3. Local authority to consider an alternative (cheaper) service to offer.

Darren Suffolk & Cathy Burnham June 2016

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Ethnic Minority & Traveller Achievement Service (EMTAS)

Outline of Proposed Service 2017/18

Since April 2012, the EMTAS service has been funded through a de-delegation process as agreed with the Heads Funding Group. Historically the Ethnic Minority Achievement Service (EMA) was provided to West Berkshire Schools through a consortium arrangement hosted through Reading Borough Council and the Gypsy, Roma and Traveller Service (GRT) was through a consortium hosted through Wokingham District Council. The EMA service was brought in house several years ago and the GRT service became a West Berkshire Service in 2009. All of the support for Black Minority Ethnic pupils and Gypsy Roma Traveller pupils is provided by the EMTAS Service.

The current service is led by a Team Manager (0.8FTE). They are supported by a Learning Support Adviser (a qualified teacher) for 0.6 FTE. There are 5 part time Pupil Support Officers (Teaching Assistant level posts) who are employed for a total of 3.0 FTE. The service has administrative support for 1 day per week.

The Team Manager is responsible for the day to day management of the service.

This includes:

- Organisation of English language assessments of new arrivals and advanced bilingual speakers;
- Arranging advice and support for individual pupils including those with EaL and SEN and staff
- Arranging support for first language GCSE/AS/A2 papers;
- Arranging in- house school INSET linked to teaching and learning, equality and diversity, promoting British Values and safeguarding against radicalisation;
- LA wide INSET around issues such as the Equality Act 2010 and bespoke support for individual schools where necessary
- Leading training for teachers and teaching assistants on EaL/BME issues.
- Organisation of tailored packages of support to schools meet the needs of ethnic minority pupils, pupils who speak English as an additional language and those from Gypsy, Roma, Traveller heritage.
- Advice and guidance papers to schools.

The Learning Support Adviser is responsible for providing support to schools. This includes:

- Carrying out the English language assessments for new arrivals. West Berkshire assessment requests have remained steady at approximately 125 per academic year.
- Providing assessment reports with recommendations and guidance for classroom teachers.
- Tracking the attainment of GRT pupils termly.
- Support and guidance to schools with GRT pupils and managing the GRea121T project which trains teaching assistants to work on short term intensive programmes of learning to enable GRT pupils to narrow the gap in attainment with their peers.

The Pupil Support Officers all work in schools supporting individual and small groups of pupils.

- Support is provided for Polish, German, Portuguese, Bengali, Hindi and a small group of Unaccompanied Asylum Seeking young people.

- Support is focused on helping pupils to access the curriculum and English acquisition which can include pre-teaching of concepts; support for written work; translations; support for external examinations.
- Support schools with parent meetings and have also enabled Common Assessment Forms/FSM letters to be completed by family members in first languages.
- The Pupil Support Officer for GRT pupils has a wider brief involving intensive liaison between families and staff as well as supporting pupils in schools. Work is focused on attendance, admissions, achievement and attainment.

Benefits of Service

Number of EAL assessments completed in the last three years

In the academic year of 2013/14 152 assessments were carried out in 39 primary schools and 4 secondary schools.

In 2014/15 148 assessments were carried out in 43 primary schools and 4 secondary schools.

In 2015/16 the current number of assessments is 90. 29 primaries and 6 secondaries This number will continue to rise during the rest of the term and is likely to be close to previous levels of assessments. The autumn term has continued to have the highest number of referrals than in other terms.

Number of BME children supported by Pupil Support Officers (PSOs)

PSO (Bengali/Hindi)

Bilingual support has been provided in the following schools this year:

Calcot Infants	John Rankin Infant
Victoria Park Nursery	Speenhamland Primary
The Willows	St. John the Evangelist
Robert Sandilands	John Rankin Junior School

Schools have also received assistance with first language assessments, CP cases, Speech and Language, SEND issues and parental interviews in other settings.

PSO (Polish)

19 pupils in the following schools have received Polish PSO support in this academic year.

Theale Green	Mrs Bland's Infant
Westwood Farm Juniors	Aldermaston
Little Heath	The Downs
Speenhamland	Inkpen
St John the Evangelist	John Rankin Junior
John Rankin Infants	St. Finian's
The Willows	Parsons Down Infants
Curridge	

EMTAS has provided support for the following examinations:

GCSE Polish examinations

AS level Polish

A2 Polish

Schools have also received assistance with first language assessments, Speech and Language, EAL coffee mornings, SEND issues and parental interviews in other settings.

PSO (UASC)

1 Primary aged pupil from Afghanistan, 1 secondary aged pupil from Albania, 1 secondary aged pupil from Syria, 2 secondary aged pupils from Afghanistan. EMTAS provides academic and pastoral support in lessons and in tutor time. This PSO also attends Personal Education Planning meetings, liaising with SENCOs, Social Workers, Heads of Year and LACES team. Support has been provided at Park House School, Stockcross Primary and Trinity School.

PSO (Portuguese)

Following the decision to increase the support from EMTAS to include those pupils speaking Portuguese, we were able to appoint a 0.5fte Portuguese speaking PSO who began working in schools in April 2015.

Thatcham Park	The Winchcombe
Spurcroft	Park House
Speenhamland	St. Nicolas

Schools have also received assistance with first language assessments, Education Psychology, Speech and Language, EAL coffee mornings, SEND issues and parental interviews in other settings.

EMTAS has provided support for the following examination: GCSE Portuguese

Summary of PSO work

Total number of schools receiving (or have received) bilingual or UASC PSO input or support: 25

Number of TA funded hours given to schools

2013/14	2014/15	2015/16
910 hours (£7289.10) EAL	930 hours (EaL)	1,100 hours (EAL) £8,811
255 hours (£2042) GRT	165 hours (GRT)	60 hours (GRT) £480.60
	£8,800 in total	Total £9,291.60

Schools in receipt of GReaT 1 to 1 project funding during 2014/15 (hours included in the figures above):

Garland

Number of training sessions (both general and school specific)General courses

2013/14	2014/15	2015/16
New Arrivals with EAL	New Arrivals with EAL	New Arrivals with EAL
SCITT	SCITT	SCITT
GTP	NQT	NQT
Raising attainment EYFS children with EAL	Social Work Academy	Social Work Academy
Equality Act briefings		EAL Co-ordinator's Network meeting

		LSCB GRT training
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School INSET

2013/14	2014/15	2015/16
Denefield EAL- 2 sessions (Teachers/TAs)	The Downs – EaL for teachers working with UASC	The Winchcombe School – EAL all teachers
The Willows - 4 sessions (Teachers/TAs)	Park House – all teachers for EaL support	Garland School Gypsy Roma & Traveller
Kennet Valley – GRT (teachers)	St John's the Evangelist – the culturally inclusive curriculum	Mrs Bland's School Gypsy Roma & Traveller
St. Joseph's - Advanced EAL learners (Teachers/TAs)	Little Heath – all teachers for EaL	John Rankin Jnr and Infants Supporting EaL pupils
Parsons Down Infants (TAs)	Speenhamland – EaL	
Thatcham Park (TAs)	TA CPD Parsons Down I and J Thatcham park	
John Rankin Juniors (TAs)	St Joseph's St John the Evangelist St Nicolas Jun Speenhamland	

Number of families supported by PSO (GRT)

West Berkshire has 101 children who are ascribed as Gypsy, Roma or Traveller. This number has increased from 2014/15 when it was 88. 24 West Berkshire schools have Gypsy, Roma and Traveller pupils on roll.

Approximately 59 families have been supported and work has continued this year with new families being ascribed to GRT status. Transition support has been provided between schools and also when pupils have been transferring from out of West Berkshire into our schools. This work involves 'in year' changes as well as end of Key Stage transitions. Children from Circus families have been supported in accessing education whilst in the LA.

Number of families supported in Early Years settings or Children's Centres/Family Wellbeing Hubs: Approx. 16+

Number of schools supported with GRT pupils

(80 GRT pupils have been supported at some point over the last year. Many of the pupils/schools are receiving ongoing support from EMTAS)

Aldermaston	Sulhamstead and Ufton Nervet
Basildon	Francis Baily
Garland Junior	Thatcham Park
Hermitage	Whitelands Park
Hungerford	The Castle
Kennet Valley	The Willink

Mortimer St Mary's Junior	Yattendon
Mortimer St John's Infants	Kennet
Mrs Bland's Infants	Calcot Infants
John O'Gaunt	Park House
Lambourn	Spurcroft
Engaging Potential	John Rankin Junior
Alternative Curriculum	Brookfields
Hampstead Norreys	Kintbury
Theale Green	The Downs School
Trinity School	Enborne

**Total number of schools receiving (or have received) GRT, bilingual or UASC PSO support:
45 schools**

Pupils who have attended the GRT on-site activities in the holidays

The activity days included children from Old Stocks Farm – residential private GRT site & New Stocks Farm – GRT Transit site. GRT families were engaged in traditional step dancing to Gypsy accordion and fiddle music in collaboration with Hampshire EMTAS staff. Children, parents and grandparents joined in the dancing, playing the whistles and rattles to accompany the music.

Number of pupils attending the Autumn 2015 Michaelmas Fair School

17 pupils attended over the three days ranging in age from 4 to 13 years. They took part in lessons which focused on the core curriculum areas of literacy and numeracy. Feedback from parents and Northcroft Leisure Centre staff was 100% positive.

Number of sessions run by the Learning Bus

11 sessions have been delivered from September 2015 to July 2016 on the Bus of Hope. These have taken place monthly at the Paices Hill Traveller site. These sessions have enabled Children's Centre staff, schools and other agencies to make contact with 'hard to reach' families through working alongside EMTAS. As a result of this work, more families have taken up early years provision and have developed better working relationships with local school staff. This is enabling parents to feel confident in approaching the schools and attending education drop in sessions etc.

Proposed Cost of Delivery in 2017/18

The following table summarises the proposed cost of the service for 2017/18.

	Total
Staffing Costs	£182,010
Project Costs	£3,120
Other (staff expenses/admin)	£28,320
Surplus / Deficit Brought Forward	-£3,150
Sub Total	£210,300
Support Service Recharges	£21,000
Total	£231,300

Method of charging in 2017/18

The total cost of the service will be divided by the total number of pupils recorded as having English as an additional language (for up to 3 years after they enter the statutory school system) in the October 2016 census to arrive at a per pupil amount for charging purposes. Using October 2015 census data to provide an indicative amount, this would equate to £349.68 per pupil. Appendix A of the main report shows the indicative total amount per school.

Other Options which *may* be considered

Schools receive a high quality level of support in West Berkshire which has been highly valued by those that have used the service. The centrally funded service has allowed all schools to receive the level of support that they need which has not been directly linked to the number of pupils in schools.

If schools did not support a centrally delivered service to meet the needs of English as an additional language learners/Black Minority Ethnic pupils and those from the Gypsy Roma Traveller community they could expect to have to purchase support on a “pay as you go” basis at the following rates:

An EaL assessment and report	£500-£600
Support for individual pupils by a Pupil Support Officer	£200 a day
Training on Equality and Diversity including Equality Act requirements; cultural awareness; bilingualism, meeting the needs of GRT pupils tailored to schools Requirements	£600-£800 a day
Tailored support provided by staff with relevant expertise	£400-£500 a day

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Trade Union Representation Service

Outline of Proposed Service 2017/18

West Berkshire Council has a school trade union facilities agreement which includes provision for compensating individual schools for release time for teacher trade union representatives they employ. Compensation is paid from the dedicated schools grant (DSG).

Union representatives attend joint consultation meetings with the authority and meetings with head teachers and HR on a variety of employee relations matters. The latter includes TUPE consultation meetings where schools converted to academy status; consultation on reorganisations of teaching and support to staff (note: NASUWT and ATL also represent non teaching staff; NUT only represents teachers); disciplinary issues; grievances; ill health cases; capability cases; and settlement agreements.

What union officers do

Union officers use 'facilities time' to work with members experiencing professional difficulties (casework) and to support groups of members either in individual schools or through negotiation and consultation with the local authority acting on behalf of its schools (collective work). The casework dealt with by union officers falls into two broad categories: individual issues and collective issues.

Individual casework issues

The union officers spend most of the facilities time dealing with members. Union members in West Berkshire schools are able to contact their union representative directly by email or telephone. Issues raised by members in this way are known as casework. Casework can be divided into capability; disciplinary; grievance; and contracts, pay and conditions

Advice is often given on how the teacher can seek to resolve the matter for themselves. However, there are a number of cases where the union officer has to make contact with school management, human resources providers or an LA officer directly. Employees are entitled to be accompanied by a union officer at formal meetings under school HR procedures.

Contracts, Pay and Conditions issues such as pay determination appeals and questions of what teachers can be directed to do are becoming increasingly common.

Collective Issues

These include consultation on changes to working conditions such as pay policies, sickness absence policies, codes of conduct restructuring and redundancy. This school year has seen an increase in the number of school restructurings accompanied by the risk of redundancy, as school budgets come under increasing pressure. The redundancy procedure is complex and often involves multiple meetings. The

threat of redundancy can quickly undermine morale in a school and often the role of union officers is to reassure and support employees as well as ensuring that correct procedures are followed.

Benefits of Service

The following data gives information on the level and types of support provided in 2015/16:

Number of contacts made to/by union officers in 2015/16

Casework	Email	Phone	In person	Meeting
Capability Issues ¹	26	12	11	6
Pay & Conditions	19	7	4	3
Contracts	4	3	0	1
Disciplinary Issues	5	5	3	2
Grievance	4	6	1	1
Redundancy**				20
Restructuring**				8
TOTAL	58	33	19	41

Collective	In Person
LA Meetings ²	27**
Del Train	9
Personal	
Receive Train	14
Research	Not recorded
Union Briefing	15

¹ Includes formal support through appraisal

² Such as Joint Consultative Panel and Education Liaison meetings.

** Number of attendances. Officers of several unions are normally present at each meeting

Notes

This is hierarchical, i.e. an email that leads to a meeting is not recorded.

Email: number of members supported by an exchange of emails

Phone: number of members supported through at least one phone call.

In person: number of members with whom a officer has met at least once

Meeting: number of members supported at a meeting with management.

Hearing: number of members supported at a hearing

Officers also spend time on internal union organisation such as attending, committee and general meetings. These activities are not undertaken in 'facilities time' Each union has a support infrastructure for its officers that includes reference resources as well as briefings and training courses included above.

Proposed Cost of Delivery in 2017/18

The following table summarises the proposed cost of the service for 2017/18, compared to 2015/16 and 2016/17. It is based on engaging a representative from each of the unions:

Union	Actual 2015/16	Estimate 2016/17	Proposed 2017/18
NASUWT	£15,944		
NUT	£15,208		
ATL	£12,645		
NAHT	£3,332		
ASCL	£2,393		
Total Expenditure	£49,522	£48,770	£49,000
Income from other schools	-£6,456	-£2,010	-£5,000
Net Budget	£43,066	£46,760	£44,000
Support Service Recharges			4,900
NET COST	£43,066	£46,760	£48,900

The proposed budget for 2017/18 is based on the same method as 2016/17 and 2015/16 as follows:

- Reimbursement to schools providing release time for teacher trade union activities is based on 1fte supply teacher across all unions, paid on UPS 3;
- Each trade union to have five days for activities including attendance at local authority consultative meetings;
- Balance of budget available is divided proportionately by the number of current members in each union as at 1st June (the budget will be adjusted depending on the actual level of buy back from other schools).

Note that representatives work across all sectors, and it is irrelevant what type of school they are employed by. Therefore the total net cost is divided between all schools de-delegating rather than taking each sector separately.

Method of charging in 2017/18

The total cost of the service will be divided by the total number of pupils recorded in the October 2016 census to arrive at a per pupil amount for charging purposes. Using October 2015 census data to provide an indicative amount, this would equate to £3.07 per primary and secondary pupil. Appendix A of the main report shows the indicative total amount per school. Academy and other schools may choose to buy into the service at the same per pupil rate (this would provide funding for additional hours).

Other Options which *may* be considered

It should be noted that once a decision has been made to discontinue pooling arrangements, it would be almost impossible to reverse that decision at a later date. Therefore the HFG and SF need to be aware that a decision to cease pooling arrangements for this budget would be permanent.

Currently some academies are using their allocation for trade union facilities time to set up school based consultative arrangements, rather than 'buying in' to local authority

arrangements. This might be the preferred model for all secondary schools in the future with de-delegation and funding of release time for representatives to undertake union duties in another WBC school to be confined to the Primary sector.

There may also be the option to consider a reduced service at a lower cost to schools.

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CLEAPSS Service

Outline of Proposed Service 2017/18

West Berkshire Council has an agreement with CLEAPSS (Consortium of Local Education Authorities for the Provision of Science Services) which includes the provision of support and advice to teachers, technicians, head teachers and governors/trustees on how best to use high quality practical work to support pupils learning in science, design & technology and, most recently, art & design.

All but two of the 182 authorities, with the duty to provide education, in England, Wales and Northern Ireland and the various islands, are members of CLEAPSS.

The Local Authority can offer schools and academies the opportunity to purchase an annual CLEAPSS subscription at a heavily discounted price from that which schools would pay independent of West Berkshire Council.

The CLEAPSS subscription includes Radiation Protection Officer (RPO) (including site visit/assessment) and the Radiation Protection Adviser Service (RPA) for secondary schools and academies.

Benefits of Service

CLEAPSS covers:

- Health & safety including model risk assessments
- Chemicals, living organisms, equipment
- Sources of resources
- Laboratory design, facilities and fittings
- Technicians and their jobs
- D&T facilities and fittings

CLEAPSS provides:

- Termly newsletters for primary and secondary schools
- A wide range of free publications
- Model risk assessments
- Special risk assessments
- Low-cost training courses for technicians, teachers and local authority officers
- A telephone helpline
- A monitoring service, e.g. for mercury spills
- Evaluations of equipment
- Advice on repairs
- A H&S / Review of service publishers, exam boards and other organizations producing teaching resources

The local authority will have met the conditions of membership if all community schools subscribe.

Costs in 2016/17

School	Cost through local authority per pupil	Cost directly per pupil (min 200 pupils/ 350 secondary)	Radiation Protection Advisor	Radiation Protection Officer
Nursery	11.5p	19p	N/A	N/A
Primary	11.5p	19p	N/A	N/A
Secondary	11.5p	25p	£40	£180
Special	11.5p	19p	N/A	N/A
PRU	11.5p	19p	N/A	N/A
Primary Academy	11.5p	19p	N/A	N/A
Secondary Academy	11.5p	25p	£40	£180

In addition, each school is currently charged £15 administration fee.

Method of charging

CLEAPSS set the pricing each year in January/February for the financial year April to March ahead. At present CLEAPSS costs 11.5 pence per pupil and £40 per school for the RPA service. There is an additional charge of £180 per year for the RPO. Only secondary schools need an RPO and RPA service.

The proposal for 2017/18 is to set a rate per pupil of 15 pence per pupil. This will hopefully cover any annual increase plus the administration fee. Academies and other schools can continue to buy in at this rate. As the de-delegation covers pre 16 pupils only, maintained secondary schools will need to pay the 6th form element of the fee as a separate sum. Any shortfall or surplus will be carried forward to the following year.

Other Options which *may* be considered

Independent, Academies, Foundation and VA schools may purchase the CLEAPSS subscription directly through CLEAPSS at an increased price.

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Dear Director

We are writing on behalf of all employees working within the boundaries of your local authority area who are members of ATL, NAHT, NASUWT and NUT.

You will recall that, from last April, local schools agreed through your Schools Forum to 'de-delegate' funding for supply cover costs, including for trade union facilities time. We believe that this was the right decision – and a very big majority of Schools Forums made the same decision, acting in accordance with advice issued by the Local Government Association and the National Employers' Organisation for School Teachers in October 2015.

We believe that the central retention and distribution of the fund is the most effective and efficient arrangement and we would like to work with you to ensure that this arrangement continues. Discussions are now taking place in your authority on funding arrangements for supply cover costs from April next year and we are asking you to pass the information in this letter to members in your Schools Forum and to encourage them to vote again for de-delegation of funding arrangements for supply cover costs.

Successive governments have recognised the importance of good industrial relations and have legislated to provide a statutory basis for facilities time as follows.

- Paid time off for union representatives to accompany a worker to a disciplinary or grievance hearing.
- Paid time off for union representatives to carry out trade union duties.
- Paid time off for union representatives to attend union training.
- Paid time off for union 'learning representatives' to carry out relevant learning activities.
- Paid time for union health and safety representatives during working hours to carry out health and safety functions.

These provisions are contained within the *Employment Relations Act 1999* and the *Trade Union Labour Relations (Consolidation) Act 1992* and the *Safety Representatives and Safety Committees Regulations 1977*.

ATL, NAHT, NASUWT and NUT have members and union representatives in academies as well as maintained schools within your local authority area and, in addition to seeking your support for continued de-delegation, we are seeking your agreement for the local trade union funding arrangement to be formally extended to academies within your local authority boundaries.

/Cont'd...

As the *DfE Advice on Trade Union Facility Time* acknowledges, the trade union recognition agreement between the authority and the recognised unions will have transferred to the academy school as the new employer of the transferred staff as part of the conversion process to academy status under *TUPE*. We believe that, following conversion, academies should also become parties to local authority trade union facilities arrangements.

The academies within your boundaries will have received funding for trade union facilities time in their budgets and they are entitled to use that funding to buy-back into local authority arrangements. Indeed, many academies across England have already agreed to buy in to local authority trade union facilities arrangements.

Pooled funding will help the local authority and all schools to meet their statutory obligations on trade union facilities time. Setting up a central funding arrangement will allow academies to pay into a central pool if they wish to. But most importantly it will help maintain a coherent industrial relations environment where issues and concerns whether individual or collective can be dealt with more effectively. All these points are echoed in the advice issued by the LGA and NEOST.

We urge you therefore to support the de-delegation funding for supply cover costs and to continue or establish (if you did not do so previously) a mechanism whereby academies within your boundaries are able to buy into a central fund for trade union facilities time. If you agree to do so, we will write to academy principals to encourage them to buy in to your arrangement.

Yours sincerely

Mary Bousted

Russell Hobby

Chris Keates

Kevin Courtney

Early Years Budget 2017/18

Report being considered by: Schools Forum
On: 05/12/2016
Report Author: Avril Allenby
Item for: Discussion **By:** All Forum Members

1. Purpose of the Report

1.1 This report sets out the current financial position of the Early Years Block budget for 2016/17 and the possible position in 2017/18 based on information received to date from the Government.

2. Recommendation

2.1 Report to be noted.

<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. Background

3.1 The current number of early year's providers funded from this block is 116, and the breakdown by type of provider is shown in Table 1.

Table 1

Early Years Providers	Number
Private Nursery/Independent School	25
Pre Schools	38
Childminders	36
Nursery classes in schools	15
Maintained nursery schools	2
Total	116

3.2 The Dedicated Schools Grant (DSG) funding in the financial year for the early years block is based on the number of children accessing the free entitlement on the day of the January census over two years – so for 2016/17 funding, the per FTE child DSG funding rates (£3,911.25 for 3 and 4 year olds, £5,092 for 2 year olds) is multiplied by the number of FTE children counted in the January 2016 census multiplied by 5/12 plus the same per child DSG funding rates multiplied by the number of children counted in the January 2017 census multiplied by 7/12. Final confirmation of the funding is received the following June, three months after the close of the financial year to which the funding relates. Early years pupil premium grant (EYPPG) is calculated on the same basis.

- 3.3 Payments to providers are made according to actual take up of places. Each provider is allocated an hourly funding rate at the start of the financial year depending on type of provision and qualification of staff. The provider receives this funding rate for each child for the actual number of hours they attend the setting in the financial year (i.e. funding follows the child). Children can take up their free provision at any time during the year up to the maximum number of funded hours. Additional hours can be purchased from the provider if offered. EYPPG is paid as an additional hourly rate for those children who meet the criteria.
- 3.4 Thus there is a mismatch between DSG funding received and payments made to providers. The budget has to be set (i.e. the hourly rates to be paid to providers agreed) without any certainty of what the funding for the year will be or the number of hours of provision to be paid. There will always be an under or over spend.
- 3.5 In order to set the budget, the methodology used is to base the calculations on prior year data plus an adjustment for any assumed or known changes.
- 3.6 In the last few years the actual DSG funding received for three and four year olds has not covered the payments made to providers, but an under spend on two year olds has been carried forward allowing the three and four year old funding rates to providers to be maintained.

4. Forecast for 2016/17

- 4.1 Accurately forecasting the likely carry forward in the current year is crucial in determining what funds are available (as one-off additional funding or a deficit to be repaid) in the following year.
- 4.2 Assumptions made in setting the budget were based on the funding estimate from the January 2016 census. The hours of provision are based on the actual funded hours from the previous year.
- 4.3 Table 2 sets out the current forecast on each budget line within the early years block.

Table 2

Early Years Block Budget	Budget 2016/17	Current Forecast	Variance
3 & 4 year old PVI Providers	4,382,000	4,452,000	70,000
3 & 4 year old Nursery classes in schools	1,133,080	1,183,080	50,000
3 & 4 year old Maintained nursery	779,380	779,380	0
2 Year Old Funding – all settings	611,440	671,440	60,000
Central Expenditure on Children under 5	128,100	128,100	0
Pre School Teacher Counselling	45,000	45,000	0
Pupil Premium Grant and Deprivation Supplement	100,000	60,000	-40,000
Total Expenditure	7,179,000	7,319,000	140,000
DSG Early Years Block funding	-6,770,313	-6,466,815	303,498
SEN Pre School Children (transfer funding to high needs block)	10,000	10,000	0

In Year Net Position (i.e. shortfall)	418,687	862,185	443,498
DSG carry forward from 2014/15	-576,756	-515,626	14,910
Net Position Overall	-158,069	346,559	458,408

4.4 The current figures indicate an over spend. This is due to a higher number of funded children in the summer term; this includes an increase in the number of funded two year olds. The funded hours for the autumn term were lower than expected. The final budget position is unknown until the spring term funding is released.

5. Changes and Requirements for 2017/18

5.1 The outcome of the Early Years Funding Consultation was due to be provided in December, however, there has been a challenge from the Pre-school Learning Alliance which questions the research upon which the new rates are based. The Information Commissioner has ruled that the information is made public within 35 days. This is likely to delay a response to the consultation.

5.2 In the absence of receipt from the DfE of the final arrangements for 2017/18, there has been initial work and discussions with Early Years Funding Group regarding possible funding models. The discussion considered the budget over 3 years, including the need to recover any deficit, the impact of the changes on providers both negative and positive and any measures which could be taken to mitigate for impact in the initial years. Based on the indicative rates from the funding consultation, the expected rates show that providers can expect an increase (72% of providers) or decrease (28% of providers) in their funding. Based upon March 2016 provider figures it is predicted that 34 providers will see a reduction in their rates, ranging from a reduction of 3% to close to 20%.

5.3 As part of the consultation it is proposed that local authorities can retain 5% of the budget for central expenditure on early year's services. As part of the financial planning for 2017/18 it has been assumed that the 5% will be retained. However a number of factors which need consideration when allocating firm commitments against the 5%. The unreliability of the method for calculating the early years budget and therefore the 5%, the central staff implications of the additional 15 hours and the impact upon support funding for SEN in the light of the additional 15 hours.

5.4 Central staffing to support the free entitlement work has been tailored to meet the current requirements which include, free entitlement of 3 and 4 year olds, early years' pupil premium and the free entitlement of two year olds. The introduction of the additional 15 hours will create new work requirements for this team including responsibility to undertake eligibility checking, work with providers to identify sufficient provision and business models to deliver the additional entitlement including flexibility for parents. As yet the learning from the pilot authorities has not been shared so the true impact and implications of these changes are hard to measure. So consideration should be given to capacity building in the initial stages of the introduction of the additional 15 hours.

5.5 The funding rate changes and the introduction of the 15 additional hours may well have other implications for free entitlement sufficiency. Some providers have already indicated that they are not able to offer the additional hours due to a range of factors including building capacity, impact on place provision and staffing

limitations. This aligned with the reduction in rates which will leave some providers considering their position in the childcare market and viability. This is a very destabilising time for early years provision across the sector.

6. Budget Model for 2017/18

6.1 The Early Years Funding Group discussed three potential models:

1.	Setting a single funding rate for all providers from year 1. Rate will rise in year 2 once deficit is paid off.
2.	A minimum funding guarantee and cap of 5% in years 1 & 2.
3.	A more generous minimum funding guarantee in years 1 & 2, with deficit being paid off in year 3.

6.2 The Early Years Funding Group were clear that at this stage a simple model which provides a minimum funding guarantee and a funding cap would be the fairest way forward. A full consultation with all local providers will need to take place once the outcome of the Early Years Funding Consultation has been provided by the DfE.

7. Conclusion

There are still many uncertainties regarding both funding and pressure upon the area of free entitlement due to the changes in both funding arrangements and provision of free entitlement. The outcome from the DfE Consultation is expected in December at the earliest so until then we are working with the information provided in the consultation document. The outcome of the increased 15 hours pilots is also yet to be shared so there is as yet no clear guidance about the final arrangements for the roll out across England. So there needs to be circumspect and careful consideration of commitments made against the Early Years DSG block until there is a full picture of the implications of forthcoming changes.

8. Consultation and Engagement

A consultation will take place with Early Years Providers on the proposed funding model for 2017/18 once the final information and guidance is available.

Alternative Provision: Joint Strategic Review of Pupil Referral Service.

Report being considered by: Schools Forum
On: 05/12/16
Report Author: Caroline Simmonds
Item for: Discussion **By:** All forum members

1. Purpose of the Report

- 1.1 To seek comment and input on the proposals on *Alternative Education Provision: Education Plan for young people with additional needs*, arising from the public consultation.

2. Recommendation(s)

- 2.1 For information and comment.

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

- 3.1 The process of consultation:
- A Joint Strategic Review was established in November 2014 to determine the future of Alternative Provision in West Berkshire.
 - A pre-consultation exercise was undertaken with secondary Headteachers in the summer 2015. A paper was brought to The Schools Forum on 25th May 2016 to seek comment and input on the 'Alternative Provision: Education Plan for young people with additional needs.
 - The proposals were shared with the staff of the Reintegration Service and Alternative Curriculum staff at meetings on the 5th July 2016 as the education plan was being published.
 - Following these meetings and discussions a formal consultation on Alternative Provision was posted on the West Berkshire website and closed on 27th September 2016 as a result of which some changes were made to the proposal.
 - The Statutory notice, reflecting these changes, was posted on the West Berkshire website on the 24th October and closed on 21st November 2016.

3.2 Background to the restructuring of the Pupil Referral Units:

Like many councils, we have to make difficult decisions about how we spend money. We can no longer afford to deliver Alternative Provision in the same way. We have explored how we could deliver education to vulnerable pupils differently.

Following informal consultation with schools and discussions with the Joint Strategic Review group, we developed an 'Education Plan for alternative provision for young people with additional needs'. It stated that we would:

- I. Work in partnership with schools, and schools will work in partnership with each other, to integrate education for students with additional needs
- II. Ensure there is sufficient provision for those students who cannot attend mainstream school.
- III. Ensure provision for those students that the Council may become responsible for pupils who are permanently excluded from school or to avoid them from being permanently excluded. This will be achieved by consolidating the current arrangement of 2 schools and 6 sites, into a single Alternative Education Provision Service (AEPS). The AEPS will comprise a single school, with a single Headteacher, delivering the service on 4 sites.

4. Supporting Information

4.1 The public consultation took place between 5th July and 17th October. The document 'Alternative Provision for young people with additional needs Education Plan' was posted on the West Berkshire website. There were 45 responses to the consultation from staff, schools, organisations and service users or someone who cares for a service user.

4.2 Proposals as an outcome of the public consultation:

- The reorganisation will proceed as per the original timetable.
- The two current services will merge to become one new Alternative Education Provision (AEP).
- Sites will reduce from 6-4, but the actual sites to be retained be further reviewed
- Pupil numbers to be further reviewed. It is noted that this is the most significant issue raised.
- That Home Education will remain as part of the new Alternative Education Provision service for 2017/18 but may be reviewed again to ensure efficient use of resources and best outcomes for young people.

4.3 The Statutory notice was posted on the West Berkshire website between 24th October and 21st November. There were no formal responses to the consultation although the JSR group and Management Committee and Headteachers were informed of the notice.

- 4.4 The Head of Education received two informal representations both of which raised the issue of pupil places which has been addressed via the public consultation.
- 4.5 The JSR, which met on 04/11/2016, considered which sites to maintain and determined to approve the original proposal to cease to operate from Riverside and Moorside.
- 4.6 A subgroup of the JSR met on 22/11/2016 and agreed the new numbers for the AEP, these were then endorsed by members of the full JSR through electronic consultation. The revised agreed proposed numbers are:
- Primary 12 – no change from current numbers
 - Secondary 46 – an increase of 10 from the original proposal
 - Post 16 – 8 but as the students are not full time they will be able to support 12 students which is no different from current numbers.

The AEP will look at differing models of provision and move where possible to a proactive, rather than a reactive service.

The number of pupil places does not necessarily represent the number of pupils whose needs can be met by the service.

The new staffing structure for the service will support and facilitate brokerage for individual students.

5. Options for Consideration

- 5.1 We have previously considered leaving the service, which is seen as OFSTED as good, unchanged but this is not financially sustainable in the current climate.

6. Financial Implications

- 6.1 The AEPS will work with officers to determine staffing structure and contracts based on what is affordable within their budget.
- 6.2 The AEPS will work with officers to determine teaching and learning provision, based on the needs of the student. Flexible provision and Outreach will be tailored to meet the needs of schools.
- 6.3 We have looked at the current levels of income and expenditure and built a cost model for the AEPS. There will be a saving between the cost model for the current PRUS and the proposed AEPS. The savings are delivered by scaling down the size of the Service (from 84 to 66 students, and from 6 to 4 sites); by delivering efficiencies in costs across budget lines, including management and staffing reductions.
- 6.4 As a result of being able to reduce charges payable by commissioners, and the places not being supported from the central element of the High Needs Block, there will be a saving to this budget, which will help reduce the pressure on the High Needs Block.
- 6.5 The possible savings to the budget cannot be confirmed until the proposals for the 'Alternative Provision: for young people with additional needs' have been approved

by the council and subsequently the new structure for the service established and costed.

7. Conclusion

7.1 Following Council decision on the 19th January the plan for the Alternative Education Provision be implemented from September 2017.

8. Consultation and Engagement

8.1 This report has been commented on by Councillor Lynne Doherty, Rachael Wardell (Communities Director), Ian Pearson (Head of Education), Cathy Burnham (Service Manager), Abi Witting (HR), Claire White (Finance), Rachel Craggs (Equalities), Leigh Hogan (Legal) and Chrys Healey acting Chair of the PRU Management Committee.

8.2 The Consultation documents have been considered by the Joint Strategic Review Group which includes Councillors, mainstream school representatives, Council Officers, the two Headteachers from the current PRUS and the Chair and Vice Chair of the PRUS Management Committee. The documents have also been considered, through public consultation, by service users or their carers, organisations, staff, Headteachers and schools through public consultation.

8.3 The timetable for the implementation of the plan is as follows, with implementation of the final in September 2017.

Consultation Timescales	Dates
Schools Forum	5 December 2016
Corporate Board	6 December 2016
Operations Board	22 December 2016
Executive Decision	19 January 2017
Formal Consultation with Staff and Trades Unions	January – March 2017
Implementation Plan approved, including any outcomes of competitive appointment process, and formal notice provided to staff	May 2017

Update on Schools in Financial Difficulty 2016/17

Report being considered by: Schools Forum

On: 5/12/2016

Report Author: Claire White

Item for: Information **By:** All Maintained Schools Representatives

1. Purpose of the Report

1.1 This report provides an update from those schools that have set a deficit budget in 2016/17.

2. Recommendation(s)

2.1 That the report be noted.

<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 and Summary

- 3.1 Schools' Forum received a report on 21 July 2016 on school budgets, which included listing the schools that had set a deficit budget in 2016/17. A report to Schools' Forum on 6 June 2016 focussed on explanations from schools on why they had closed 2015/16 with a deficit balance (this did not include schools closing with a surplus but setting a deficit for the current year).
- 3.2 This report summarises what work has been carried out with schools setting a deficit budget for the current year and provides a narrative received from each school summarising their deficit recovery plans and setting out their progress against these plans.
- 3.3 John O'Gaunt secondary school was also reported as a deficit school at the July meeting, but the school has now become part of Excalibur Academies Trust and is no longer maintained by the local authority. This school is therefore excluded from this report.
- 3.4 The West Berkshire schools finance team reviewed the deficit recovery plans for each school, and the Head of Finance and Head of Education jointly wrote to each school at the end of the summer term setting out the conditions to adhere to whilst in deficit and any concerns/further work that they felt was required.
- 3.5 Most schools have received a visit during the autumn term from members of the school finance team to discuss their plans more fully, review progress, and offer advice. These meetings included attendance from key Governors and were well received. Each school will also be entitled to receive advice and support on their

2017/18 budget planning which will be paid for from the “Primary Schools in Financial Difficulty” contingency fund.

- 3.6 During October a training course on “effective financial management” was delivered jointly by school improvement and finance. This was well attended by all schools (heads, Governors, School Business Managers), it was not just for those in deficit.
- 3.7 Table 1 summarises the five year position for each school. Note that the balances are the position of the main school budget only – all other funds are in balance. Green indicates the year the school plans to recover the deficit (minus is a deficit balance, plus is a surplus balance).

TABLE 1	2016/17 Opening Balance £	2016/17 Closing Balance £	2017/18 Closing Balance £	2018/19 Closing Balance £	2019/20 Closing Balance £	2020/21 Closing Balance £
Beenham	+1,683	-12,230	-9,581	+6,909	+9,989	-2,240
Hampstead Norreys	+8,843	-19,872	-31,493	-13,443	+10,276	+22,086
John Rankin Schools	-169,724	-182,298	-152,399	-91,947	-9,142	+75,493
Purley	+25,155	-23,830	+3,030	+33,620	+46,230	+25,366
Spurcroft	-81,922	-80,130	-35,130	+12,160	+76,850	+142,250
Sulhamstead & Ufton Nerve	-6,145	-11,670	+3,620	+10,440	+17,530	+9,360
Westwood Farm Schools	-41,140	-122,070	-125,370	-93,620	-34,630	+11,840

4. **Beenham**

- 4.1 Our plan is currently under review. There has been a change in pupil numbers and we are working with School’s Accountancy to review the changes.
- 4.2 2016/2017 is looking to be a further £9k overspent. As a result the school is working with West Berks HR to discuss a possible staff restructure.
- 4.3 The current end of year figure is now £21k. Our aim is to have the new recovery plan in place by end of the Autumn Term 2016.

5. **Hampstead Norreys**

- 5.1 Plans to recover the deficit are in progress. Where possible, the school has renegotiated contracts to further reduce costs. Total expenditure for 16/17 is forecast to be £464k (15/16 £505k).

- 5.2 Plans for the current year are on track. Contingency plans are to investigate federation with The Ilsleys (subject to agreement of both FGBs) and a staff restructure in 18/19.
- 5.3 The current year end forecast (as per month 7 budget monitoring) is £19,605 and the school still expects the deficit to be recovered in year 4.

6. John Rankin Schools

- 6.1 Our plans for deficit recovery included a range of initiatives; to restructure the administration teams, a time limited spending freeze, higher level teaching assistants to provide teacher cover for PPA and sickness and implementing strict financial controls.
- 6.2 Our plans for the year are currently on track; a new administration structure starts in January 2017, teaching assistants and leadership full time equivalents have reduced due to natural wastage, higher level teaching assistants have provided cover since September 2016 and the governors and senior staff have undertaken further training and are monitoring the budget with further rigour.
- 6.3 Our current end of year forecast for main school budget is £91,018 (after the receipt of £68k from the School in Financial Difficulty Fund. We would hope to recover the deficit a year early by 2019/20.

7. Purley

- 7.1 In order for Purley Primary school to recover the deficit, staffing needed to be restructured resulting in redundancies having to take place.
- 7.2 Our plans for the current year are on track and being closely monitored.
- 7.3 Our current year end forecast is now predicted to be a surplus of £6,000. This is due to budgeting for an extra teacher for 4 months which was not needed as we used a HLTA instead. Performance related pay rises were also budgeted for all staff but were not awarded to all. We are using all support staff as efficiently as possible to avoid using predicted supply costs, and have been extremely careful when spending on resources. We do not expect to submit a deficit budget for the next financial year.

8. Spurcroft

- 8.1 Plans put in place to recover the deficit have included covering supply in house as much as possible, delaying the recruitment of certain staff, monitoring overtime and monitoring and changing the timetable when necessary. Constant monitoring and ensuring best value on procurement and charging for nursery places where available have had a positive impact on the deficit.
- 8.2 Our plans for the current year are on track.
- 8.3 The current year end forecast at P7 is a deficit of £77,187 against a budget deficit of £80,130.

9. Sulhamstead and Ufton Nerve

- 9.1 A series of errors were made when setting the budget in 2015/16. In year expenditure was then not well controlled. Preparations for the September 2015 staffing structure resulted in both an in year and forecast deficit for current and future years.

Since the above, a new Headteacher and School Business Manager have been appointed. The following actions have been taken to bring the school back into surplus.

- SLT provision has been reviewed and will reduce from 1.0 to 0.8 FTE from Sept 16
- Headteacher will job share (0.2 equivalent) in KS2
- LSAs will provide some PPA cover

Sulhamstead and Ufton Nerve School anticipates a return to surplus for the 2017-18 budget and beyond.

- 9.2 Governor and Schools Accountancy Monitoring and have shown the Budget is on track

- 9.3 Our end of year forecast at the end of Period 7 is now a deficit of £10,670, this is as a result of:

- Adhering stringently to the budget planning from April 2016
- Part time teacher voluntary decrease in contract from 0.4 to 0.2 and necessary cover being provided by Headteacher
- Additional income for 4 months for new pupil

10. Westwood Farm Schools

- 10.1 Efficiency drives of sharing resources and working practices have been put in place and are ongoing in order to make short and long term savings. Flexibility of staff working across both the federated schools and the employment of a HLTA are keeping costs down; existing staff are also considering training and progression to HLTA. Therefore, dependency on the reliance of cover for sickness and training is considerably reduced.

Further joint procurement is being investigated in order to make further savings.

- 10.2 The budget has been reviewed by the new EHT with support from Schools Accountancy, adjustments and plans continue to be actioned as required. The EHT and SBM have reviewed the use of support staff across the schools to ensure contracts are correct.

The Schools are on track to gain a Good grading at Ofsted.

Planned savings have been realised and further efficiencies are planned. Staffing has been reviewed against PPA and non-contact time and the sharing of staff is progressing across both schools. A review of the SLT and the staffing structure will be undertaken in the next budget year.

- 10.3 Due to funding being given following a successful bid to the School Funding Forum (£76,000), the projected deficit position at the end of period 7 reporting is £43K. Therefore, there could be scope to recover the deficit a year earlier in 2019/20.

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Dedicated Schools Grant Monitoring Report 2016/17 – Month 7

Report being considered by: Schools Forum
On: 05/12/2016
Report Author: Claire White, Ian Pearson
Item for: Information **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 That the report be noted.

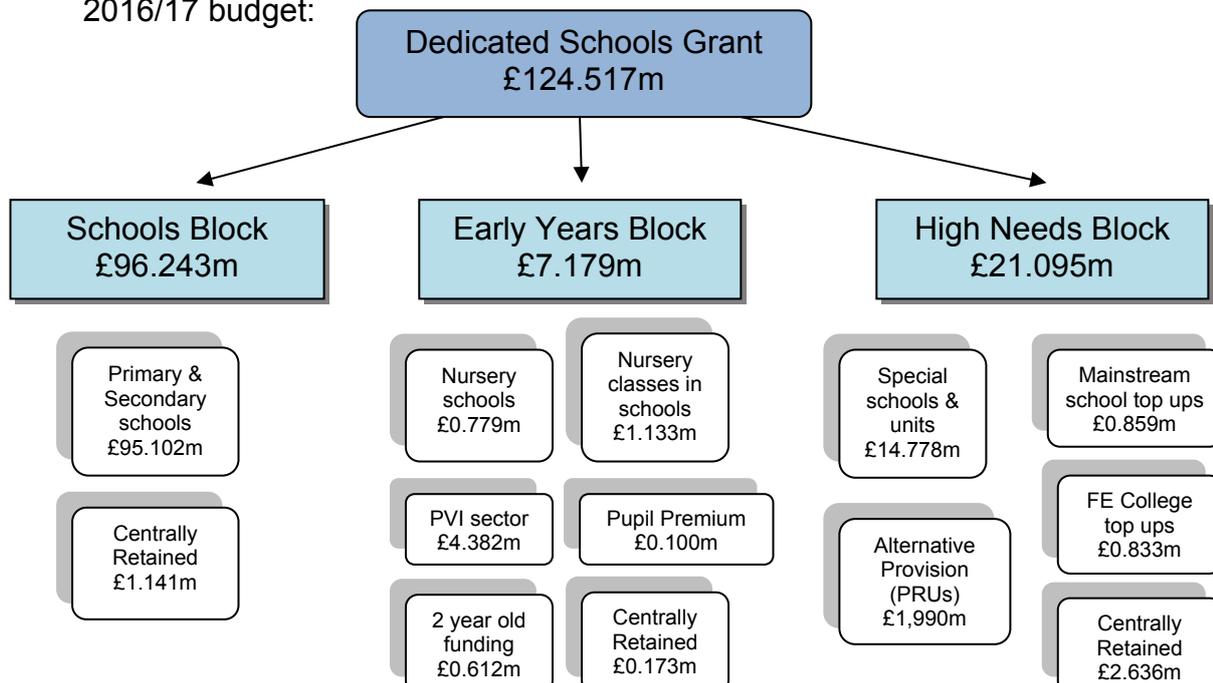
<b style="color: #008080;">Will the recommendation require the matter to be referred to the Council or the Executive for final determination?	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
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3. Background

3.1 The Dedicated Schools Grant (DSG) is a ring fenced specific grant which can only be spent on school/pupil activity as set out in The School and Early Years Finance (England) Regulations 2015.

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 2016/17 budget:



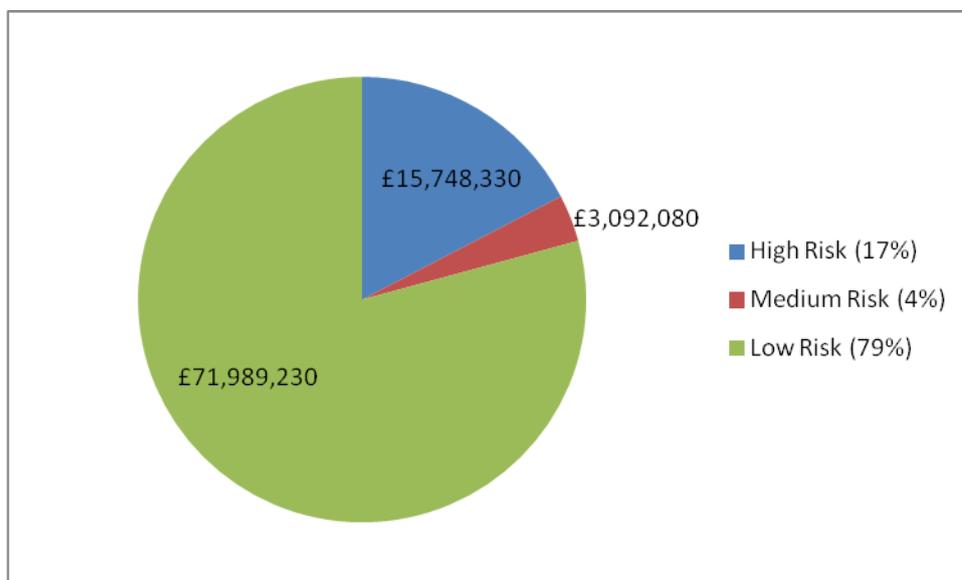
Notes:

1. The figures above include expected carry forward of grant totalling £1,254m. The actual in-year grant allocation is £123.263m
2. 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
 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
3. The figures include funding to Academies and post 16 high needs place funding which form part of our allocation but not our budget as they are paid direct by the EFA – this totals £33,687k.

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 according to the Regulations, 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.

3.6 The following chart illustrates the proportion and value of the DSG budget that is volatile and high risk due to regulations requiring funding to follow the pupil according to their individual needs (top up funding, early years funding), and where increases are largely outside the control of officers:



Medium risk relates mainly to contracts with external providers where the charge may vary or where staffing budgets may vary, and low risk is for budgets such as school delegated funding and high needs place funding which is fixed and will not vary at all in year.

4. Monitoring Position as at Month 7 (31 October 2016)

4.1 The forecast under or over spend position at the end of October is shown in the table below. A more detailed position per cost centre is shown in Appendix A.

DSG Block	Total Net Budget	Forecast (under) / over spend					Change from last report
		Month Three	Month Five	Month Seven	Month Nine	Year End	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Schools Block (inc ISB)	66,043	0	0	0			0
Early Years Block	7,147	0	0	140			140
High Needs Block	16,919	0	0	-202			-202
Total Net Expenditure	90,109	0	0	-62			-62
Support Service Recharges	721	0	0	0			0
Total Expenditure	90,830	0	0	-62			-62
DSG Grant Expected	-90,830	697	1,000	1,000			0
Net Position	0	697	1,000	938			-62

- 4.2 As at the end of October 2016 there were variances emerging in the both the early years (over spend) and high needs (under spend) spending blocks compared to the budget set.
- 4.3 The forecast over spend on grant income is partly (£697k) as per the decision made by the Schools' Forum when the budget was set in March 2016 to allocate out more grant than that expected to enable the continuation of some key high needs services. This decision was taken after consideration of the two year position whereby it was forecast that the 2016/17 overspend can be met from the 2017/18 DSG allocation, assuming costs overall do not significantly increase and our DSG allocation remains at a similar level.
- 4.4 The remaining £303k variance on grant income is due to the January 2016 early years PVI census returning a lower number than that estimated in the budget. This was notified to the local authority in July and has resulted in a claw back of funding relating to 2015/16 (91k), and a lower estimate of funding for 2016/17.

5. Schools Block

- 5.1 The Schools Block is expected to be on-line, with any under or over spends in the growth and falling rolls fund (contingency) budget, primary schools in financial difficulty budget, and other de-delegated services being ring fenced and carried forward to 2017/18, not impacting on the overall position of the DSG. There may be

variations on the delegated primary and secondary budgets due to rating revaluations, but this will not be significant and will be offset by John O’Gaunt’s transfer to Academy and receiving charitable relief on their rates bill.

6. Early Years Block

- 6.1 The early years block is difficult to predict due to the volatile nature of both early years block funding (the final grant allocation will be determined by the January 2017 census), and payments to providers (payments are made according to actual number of hours of provision each term). Summer term payments to providers were greater than budgeted, but lower numbers in the autumn term have helped mitigate this position, with an overall over spend of £180k on two, three and four year old payments. The January 2017 census numbers will be crucial in determining whether or not the final DSG allocation for the year will offset the over spend.

7. High Needs Block

- 7.1 The High Needs Block is currently showing an under spend, £172k in top up budgets and £29k in centrally provided services. The top up budgets are based on the current placements in the autumn term (when most changes occur) and assume no further changes between month seven and the end of the financial year other than those already known about. Although savings have been made in some central services such as Engaging Potential and therapy services, there are pressures in home tuition and charges for hospital tuition (in private settings).

8. Conclusion

- 8.1 The variance in the early years block (including the DSG funding) is dependent on the spring term numbers and it is impossible to predict whether the position will improve or not. The savings in the high needs block depend on whether there will be any further placements and demands for services that are not currently known about.

9. Appendices

Appendix A – DSG 2016-17 Budget Monitoring Report Month 7

APPENDIX A

Dedicated School's Grant (DSG) 2016-17 Budget Monitoring Month 7								
Budget manager	Cost Centre	Description	Original Budget	Net Virements in year	Amended Budget	Forecast	Variance	Comments
Ian Pearson	90019	DSG Servicing of Schools' Forum	42,220		42,220	42,220	0	
Ian Pearson	90020	Primary Schools	47,945,750		47,945,750	47,945,750	0	
Ian Pearson	90025	Secondary Schools	16,477,900		16,477,900	16,477,900	0	
Maxine Slade	90035	LAC Pupil Premium	0		0	0	0	
Ian Pearson	90038	Pupil Premium -	0		0	0	0	
Rob O'Reilly	90112	Special Costs Primary - closed	34,790	-34,790	0	0	0	
Rob O'Reilly	90117	Special Costs Secondary - closed	11,970	-11,970	0	0	0	
Rob O'Reilly	90113	Trade Union Costs - New	0		46,760	46,760	0	
Ian Pearson	90230	Schools in Financial Difficulty	117,320	215,280	332,600	332,600	0	
Ian Pearson	90235	School Delegated Contingency	290,000	143,920	433,920	433,920	0	
Ian Pearson	90236	Managed Moves/Exclusions	0		0	0	0	
Maxine Slade	90255	Virtual School Service	229,130	3,150	232,280	232,280	0	
Cathy Burnham	90349	Behaviour Support - DSG	203,890	10,640	214,530	214,530	0	
Caroline Corcoran	90583	CLAM/PA Licences	126,780		126,780	126,780	0	
Caroline Corcoran	90743	Admissions	190,400		190,400	190,400	0	
Schools Block Total			65,670,150	372,990	66,043,140	66,043,140	0	
Ian Pearson	90010	Nursery Schools	779,380		779,380	779,380	0	
Avril Allenby	90017	Early Years Support Team	95,960		95,960	95,960	0	
Avril Allenby	90018	Expenditure on 2 year olds	611,450		611,450	671,450	60,000	Based on Summer & Autumn Term Payments plus Spring Term Estimate
Avril Allenby	90036	Early Years Funding for PVI	4,382,000		4,382,000	4,452,000	70,000	Based on Summer & Autumn Term Payments plus Spring Term Estimate
Ian Pearson	90037	Early Yrs Funding Maintained Sector	1,133,080		1,133,080	1,183,080	50,000	Based on Summer Term Payments only.
Avril Allenby	90051	Early Years Funding - Contingency	0		0	0	0	
Avril Allenby	90052	Early Years PPG & Deprivation Funding	100,000		100,000	60,000	-40,000	Based on Summer & Autumn Term Payments plus Spring Term Estimate
Rhian Ireland	90287	Pre School Teacher Councelling	45,000		45,000	45,000	0	
Early Years Block Total			7,146,870	0	7,146,870	7,286,870	140,000	
Nicola Ponton	90026	Academy Schools RU Top Ups	546,760		546,760	506,760	-40,000	Fewer EHC Plans requiring Top Up Funding
Nicola Ponton	90539	Special Schools - Top Up Funding	3,142,550		3,142,550	3,142,550	0	
Nicola Ponton	90548	Non WBC Special Schools - Top Up Funding	1,068,100		1,068,100	949,480	-118,620	Alternative settings used due to TVFS being full.
Nicola Ponton	90575	Non LEA Special School (OofA)	750,950		750,950	750,950	0	
Nicola Ponton	90579	Independent Special School Place & Top Up	1,683,500		1,683,500	1,683,500	0	
Nicola Ponton	90580	Further Education Colleges Top Up	832,650		832,650	832,650	0	
Nicola Ponton	90617	Resourced Units top up Funding Maintained	367,910		367,910	317,910	-50,000	Lower number of pupils than budgeted
Nicola Ponton	90618	Non WBC Resourced Units - Top Up Funding	50,000		50,000	38,190	-11,810	One Pupil less than in budget.
Nicola Ponton	90621	Mainstream - Top Up Funding maintained	480,420		480,420	500,420	20,000	Increased Top Up funding for Nursery places.
Nicola Ponton	90622	Mainstream - Top Up Funding Academies	184,790		184,790	184,790	0	
Nicola Ponton	90624	Non WBC Mainstream - Top Up Funding	66,220		66,220	66,220	0	
Cathy Burnham	90625	Pupil Referral Units - Top Up Funding	1,033,340		1,033,340	1,033,340	0	
Nicola Ponton	90627	Disproportionate No. of HN Pupils NEW	127,690		127,690	155,690	28,000	Based on Summer & Autumn Term Actuals plus a Spring Term Estimate.
Jane Seymour	90237	Special Needs Delegated Contingency	0		0	0	0	
High Needs Block: Top Up Funding Total			10,334,880	0	10,334,880	10,162,450	-172,430	
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)	470,830		470,830	470,830	0	
High Needs Block: Place Funding Total			4,170,830	0	4,170,830	4,170,830	0	
Rhian Ireland	90238	Sen Pre School Childrn	50,210		50,210	50,210	0	
Nicola Ponton	90240	Applied Behaviour Analysis	76,130		76,130	79,470	3,340	Based on current demand.
Rhian Ireland	90280	Cognitive and Learning Team	300,280	-27,840	272,440	272,440	0	
Rhian Ireland	90288	Elective Home Education Monitoring - New	0	27,840	27,840	27,840	0	
Jane Seymour	90289	Learning Independence for Travel	40,000		40,000	17,360	-22,640	Recruitment to post later than expected.
Jane Seymour	90290	Sensory Impairment	238,800		238,800	207,310	-31,490	Due to Joint Arrangement costs negotiations.
Jane Seymour	90295	Therapy Services	324,430		324,430	293,460	-30,970	Due to Contract negotiations. Underspend of £8.5k in relation to FY 2014/15
Cathy Burnham	90315	Home Tuition	300,000		300,000	365,000	65,000	Due to high numbers of pupils increase in Supply Teachers' costs.
Rhian Ireland	90555	LAL Funding	116,200		116,200	116,200	0	
Nicola Ponton	90565	Equipment For SEN Pupils	20,000		20,000	20,000	0	
Jane Seymour	90577	SEN Commissioned Provision	540,260		540,260	502,830	-37,430	One place funded by another LA
Cathy Burnham	90582	FRU 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	20,000		20,000	45,000	25,000	Based on an estimate for demand.
Rhian Ireland	90830	ASD Teachers	139,720		139,720	139,720	0	
Cathy Burnham	90961	Vulnerable Children	60,000		60,000	60,000	0	
High Needs Block: Non Top Up or Place Funding			2,413,030	0	2,413,030	2,383,840	-29,190	
High Needs Block Total			16,918,740	0	16,918,740	16,717,120	-201,620	
Total Expenditure across funding blocks			89,735,760	372,990	90,108,750	90,047,130	-61,620	
SUPPORT SERVICE RECHARGES			720,890		720,890	720,890	0	
TOTAL DSG EXPENDITURE			90,456,650	372,990	90,829,640	90,768,020	-61,620	

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School Funding Benchmarking Tables 2016/17

Report being considered by: Schools Forum
On: 05/12/2016
Report Author: Claire White
Item for: Information **By:** All Forum Members

1. Purpose of the Report

1.1 This report sets out key school funding benchmarking information for 2016/17 in a chart/graph format, highlighting any significant points to note regarding West Berkshire's position compared to statistical neighbour authorities and all other unitary authorities.

2. Recommendation(s)

2.1 To note the 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. Key Points to Note from the Charts

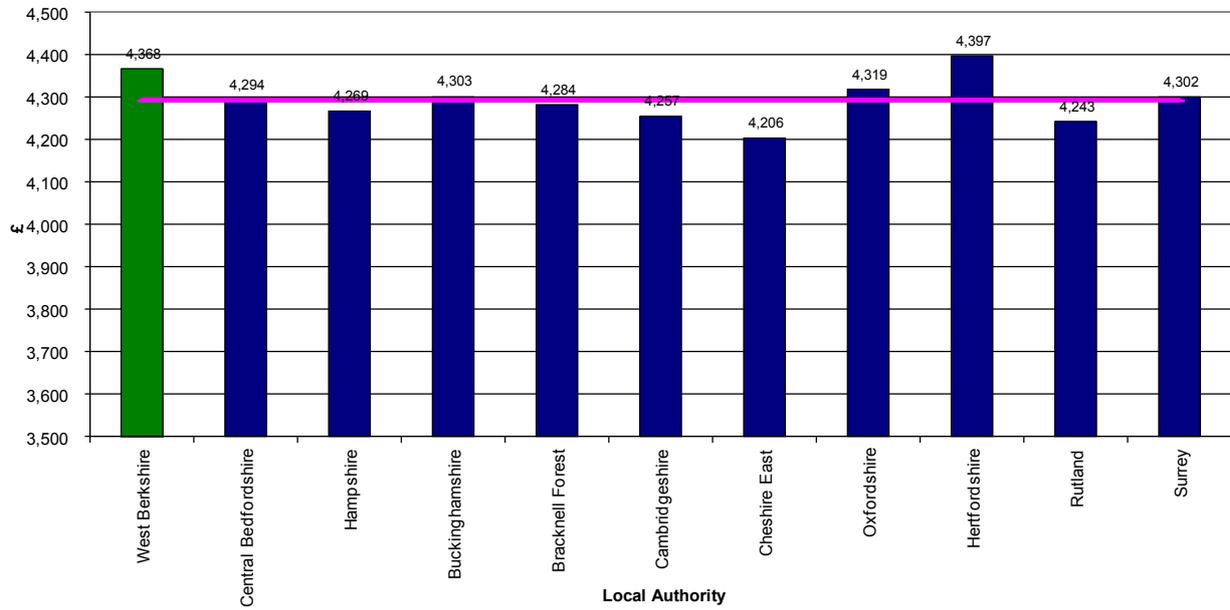
- 3.1 The Department for Education has recently published benchmarking information on school funding, based on the local authority 2016/17 Section 251 budget submissions.
- 3.2 The Appendices to this report provide the key funding data for West Berkshire Council compared to our statistical neighbours and to all other unitary authorities.
- 3.3 Compared to our statistical neighbours, West Berkshire is still funding schools above the median and is the third highest (Appendix B), and this is also reflected in the unit of funding received – being the second highest (Appendix A).
- 3.4 Our schools block unit of funding received (£4,368) is below average compared to unitary authorities (Appendix E), and individual school budgets (ISB) are also below the average at £4,171 (Appendix F). The national average unit of funding has increased to £4,718 from £4,612 in 2015/16, with the highest funded authority being Tower Hamlets at £6,982 per pupil, and the lowest Wokingham at £4,167 per pupil. The highest ISB is £6,693, which is Tower Hamlets. The lowest is £3,885 at Leicestershire. Wokingham, although the lowest funded is £3,920.
- 3.5 There are wide variations in spending on high needs budgets per pupil, even when comparing our statistical neighbours (Appendix C). Our high needs budget is higher than the average for unitary authorities (Appendix G) with spending of £342 per pupil, compared to local authorities such as Shropshire at £200 and Hampshire at £188.

- 3.6 Our total schools budget at £4,728 per pupil is just over average when compared to our statistical neighbours (Appendix D), but below average when compared to unitary authorities (Appendix H). The national average is £4,942 and the highest is £7,888 at Tower Hamlets (though reduced from last year).
- 3.7 When comparing individual school budgets with GCSE results (Appendix I) and the new Attainment 8 (Appendix J), West Berkshire still falls in the top quartile (below average cost, above average results) in both measures compared to the average for all unitary authorities. Although Tower Hamlet's ISB is 60.5% more than for West Berkshire schools, their average results for 5 GCSEs grade A* to C including English and Maths is less at 56.64% compared to 57.8%. Their Attainment 8 is a score of 50.0 compared to West Berkshire's 50.6.

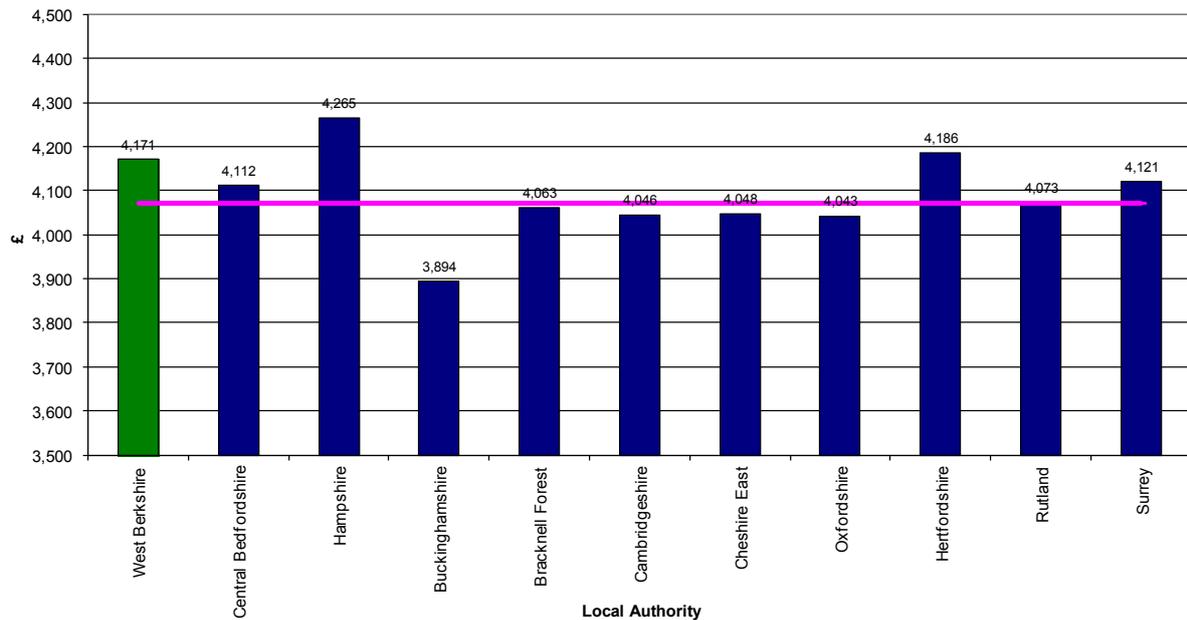
4. Appendices

- Appendix A – DSG Schools Block Unit of Funding per Pupil (statistical neighbours)
- Appendix B – Individual School Budget per Pupil (statistical neighbours)
- Appendix C – High Needs Budget (statistical neighbours)
- Appendix D – Total School Budget per Pupil (statistical neighbours)
- Appendix E – DSG Schools Block Unit of Funding per Pupil (unitary authorities)
- Appendix F – Individual School Budgets per Pupil (unitary authorities)
- Appendix G – High Needs Budget (unitary authorities)
- Appendix H – Total School Budgets per Pupil (unitary authorities)
- Appendix I – Individual Schools Budget vs GCSE Results (unitary authorities)
- Appendix J – Individual School Budget vs Attainment 8 Results (unitary authorities)

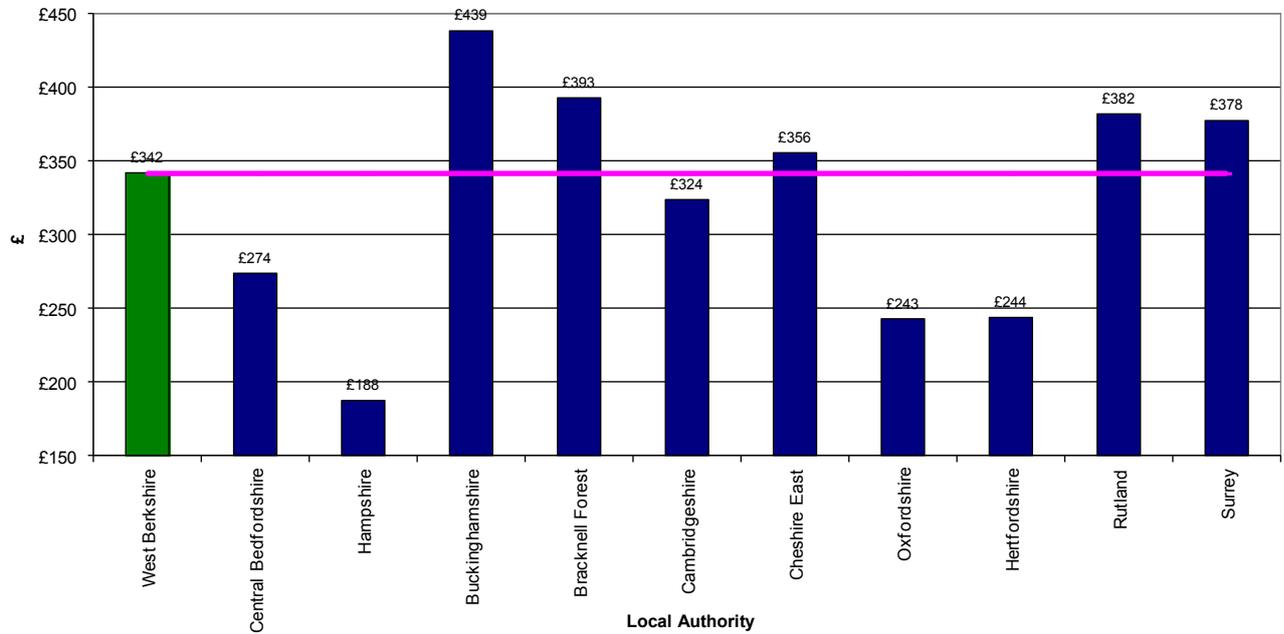
Appendix A
Local Authority Statistical Neighbours
2016-17 DSG Schools Block Unit of Funding
£ per Pupil



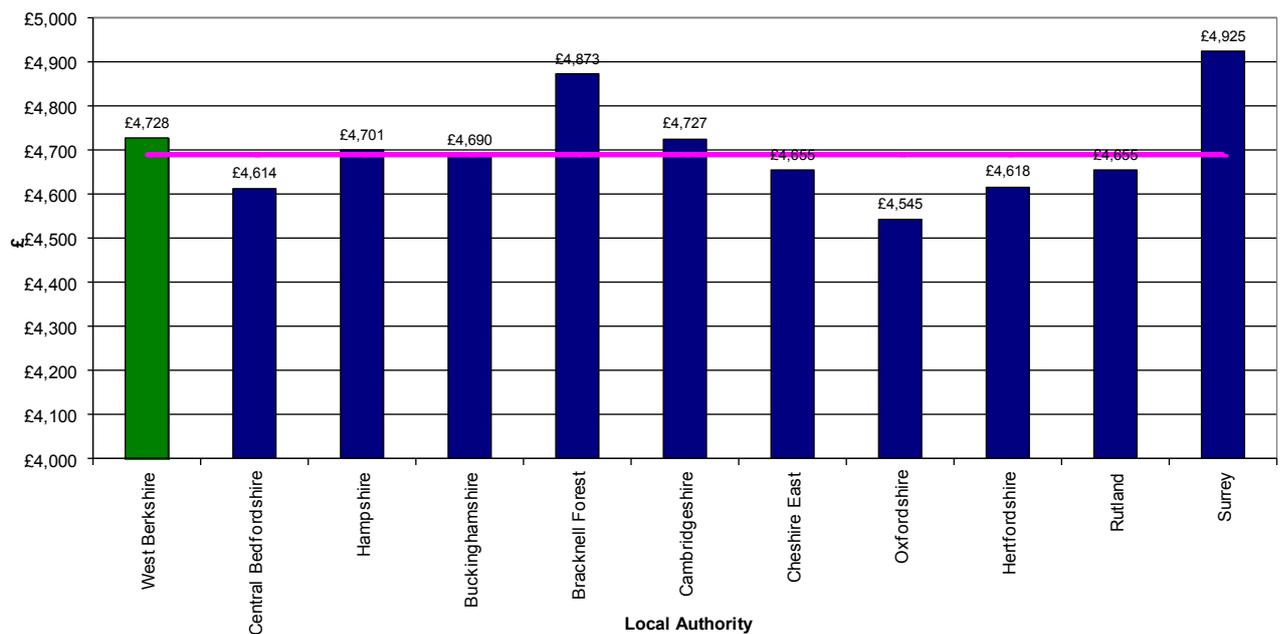
Appendix B
Local Authority Statistical Neighbours
2016-17 Individual School Budgets (before academy recoupment)
£ per Pupil



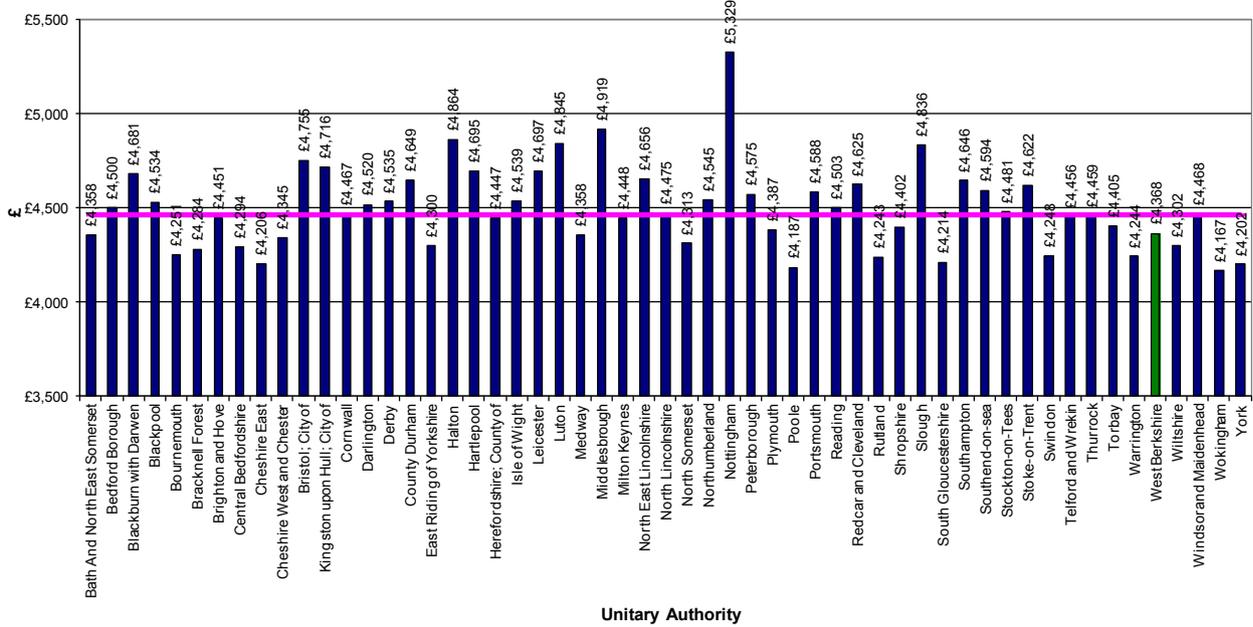
Appendix C
Local Authority Statistical Neighbours
2016-17 High Needs Budget
£ per Pupil



Appendix D
Local Authority Statistical Neighbours
2016-17 Total School Budgets (before academy recoupment)
£ per Pupil

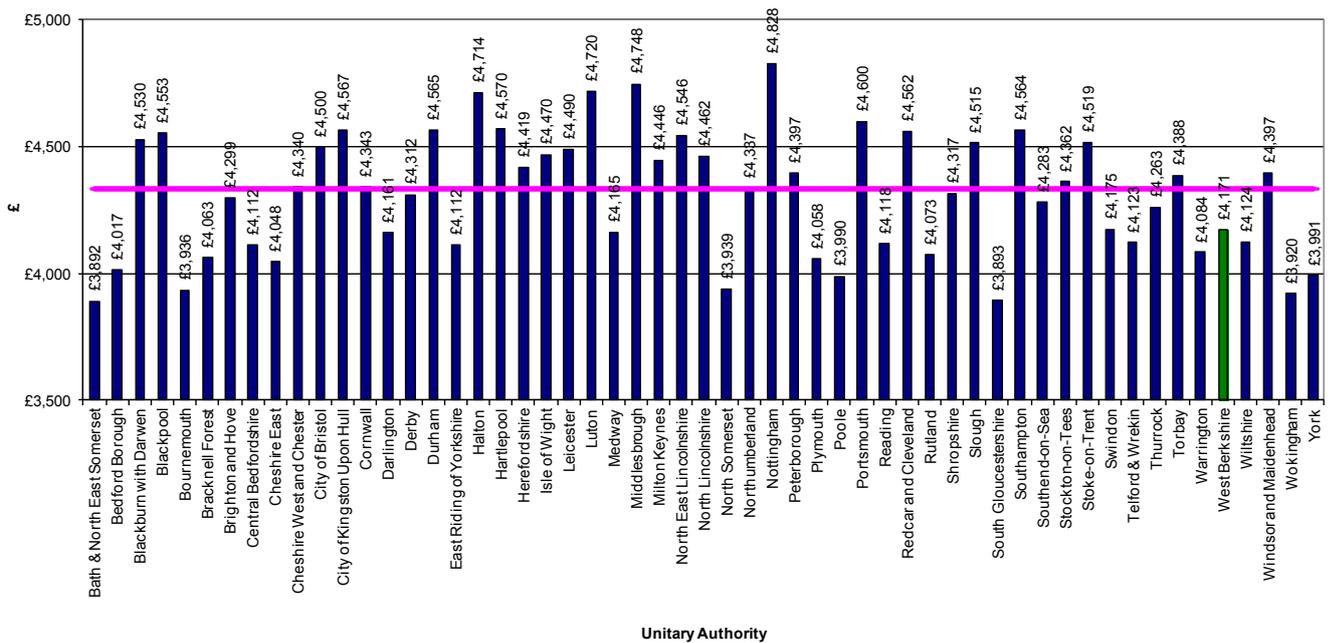


Appendix E
Unitary Authorities
2016-17 DSG Schools Block Unit of Funding
£ per Pupil



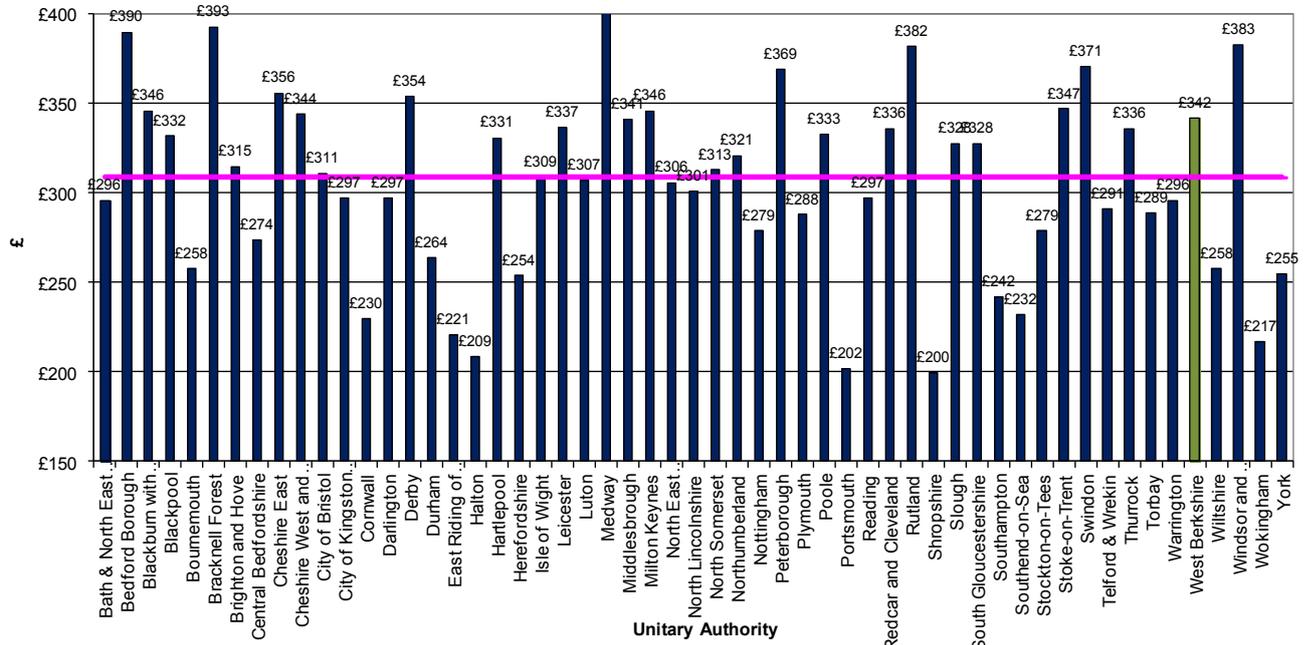
Unitary Authority

Appendix F
Unitary Authorities
2016-17 Individual School Budgets (before academy recoupment)
£ per Pupil

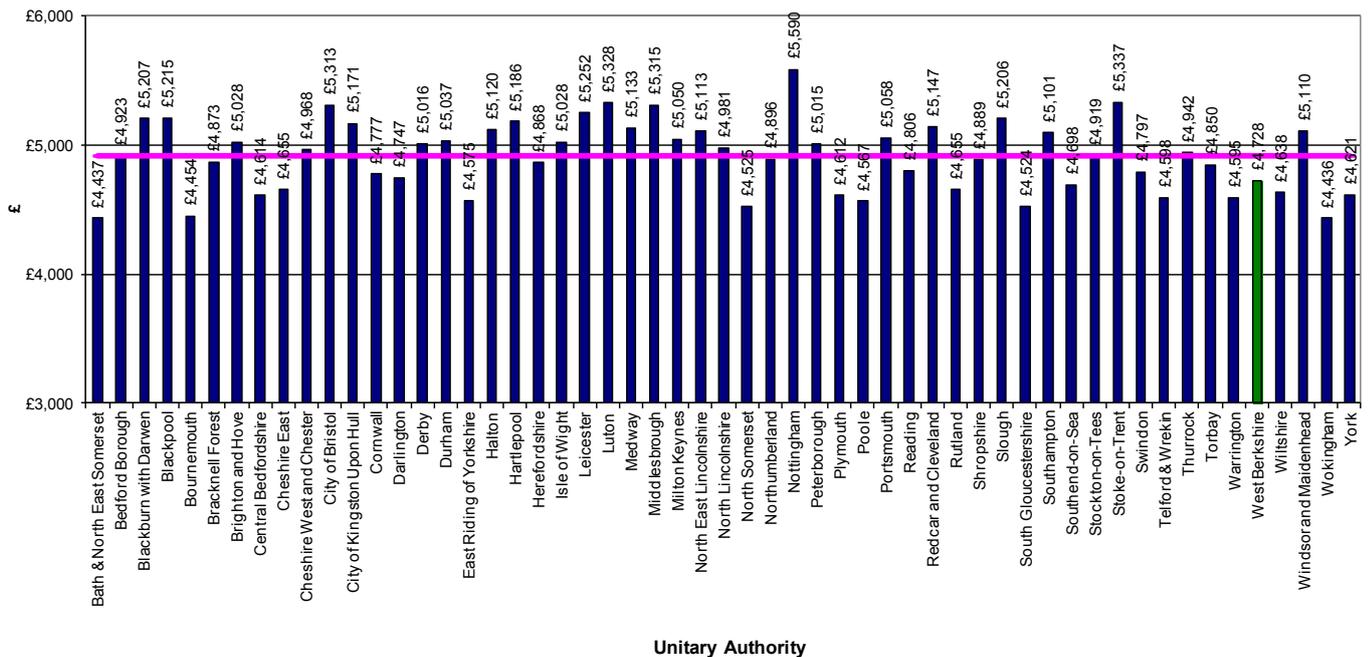


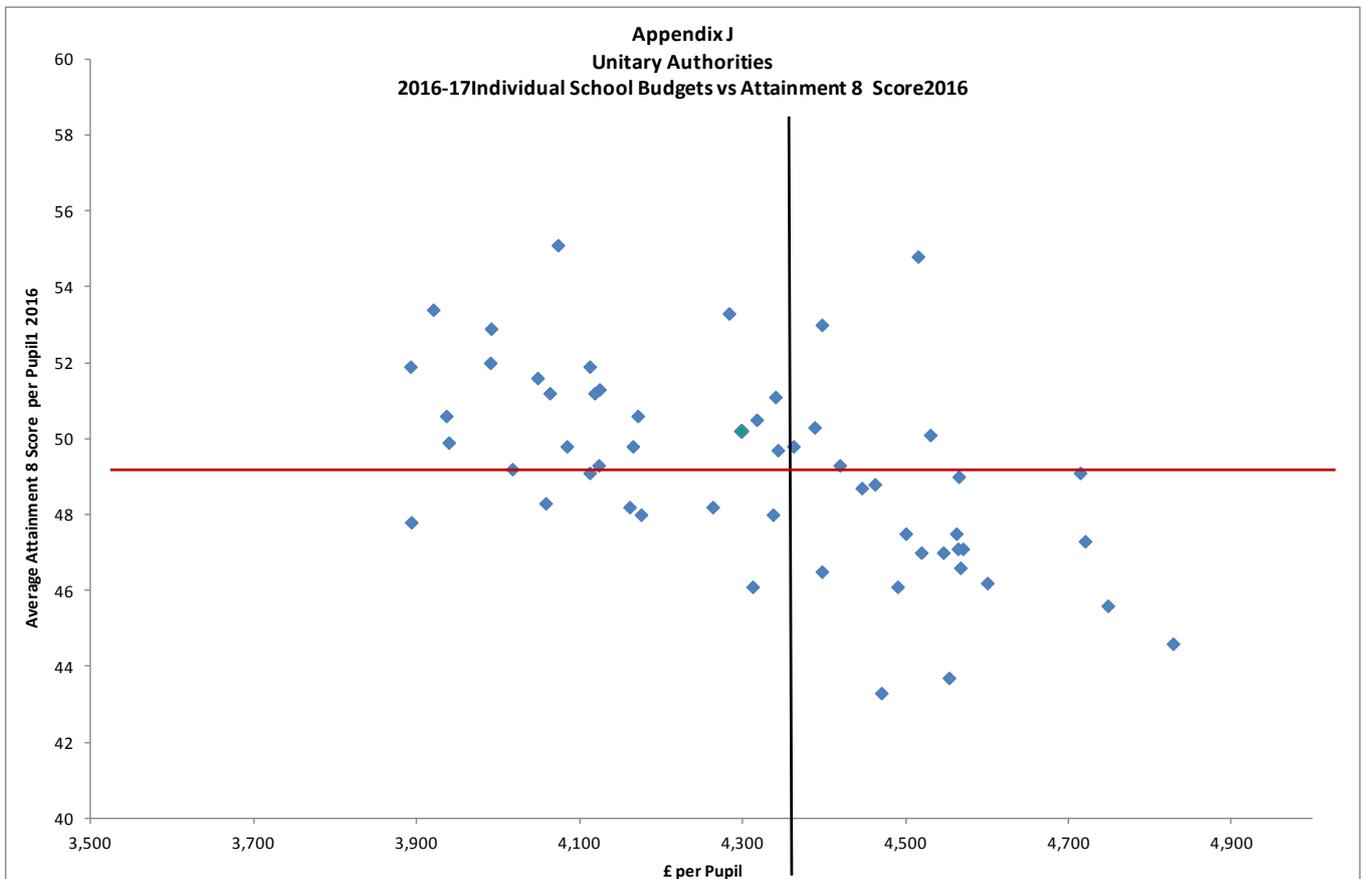
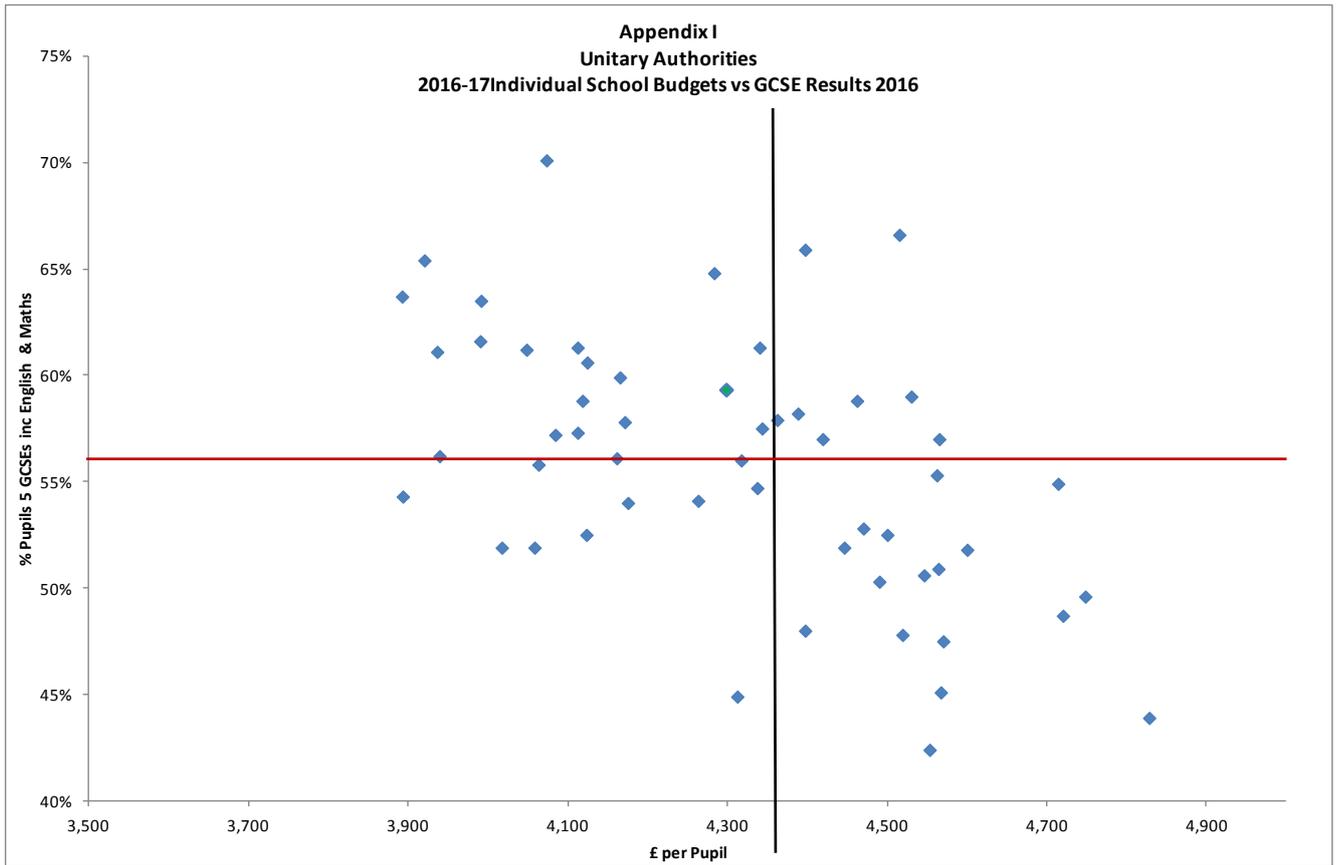
Unitary Authority

**Appendix G
Unitary Authorities
2016-17 High Needs Budget
£ per Pupil**



**Appendix H
Unitary Authorities
2016-17 Total School Budgets (before academy recoupment)
£ per Pupil**





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Schools Forum Forward Plan

	Item	HFG Deadline	Heads Funding Group	SF Deadline	Schools Forum	Comments	Author
Term 3	Overview of DSG Funding and Draft Budget 2017/18	05/01/17	11/01/17	13/01/16	23/01/17	Discussion	Claire White
	School Budget and School Formula 2017/18	05/01/17	11/01/17	13/01/16	23/01/17	Decision	Claire White
	High Needs Budget Proposals 2017/18	05/01/17	11/01/17	13/01/16	23/01/17	Discussion	Jane Seymour & Cathy Burnham
	PRU Strategic Review Update			13/01/16	23/01/17	Discussion	Caroline Corcorran
	Growth Fund and Falling Rolls Fund 2016/17			13/01/16	23/01/17	Information	Claire White
	DSG Monitoring 2016/17 Month 9			13/01/16	23/01/17	Discussion	Ian Pearson
Term 4	Work Programme 2017/18	15/02/17	21/02/17	24/02/17	06/03/17	Decision	Jo Reeves
	Final DSG Budget 2017/18	15/02/17	21/02/17	24/02/17	06/03/17	Decision	Claire White
	Final High Needs Budget 2017/18	15/02/17	21/02/17	24/02/17	06/03/17	Decision	Jane Seymour & Cathy Burnham
	Final Early Years Budget 2017/18	15/02/17	21/02/17	24/02/17	06/03/17	Decision	Avril Allenby
	DSG Monitoring 2016/17 Month 10			24/02/17	06/03/17	Information	Ian Pearson

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