



Schools Forum

**Tuesday, 18 June 2013 5.00 p.m.
The Board Room - Municipal Building,
Widnes**

A handwritten signature in black ink, appearing to read 'David W R', is positioned above a grey rectangular stamp.

Chief Executive

*Please contact Ann Jones - Tel: 0151 511 8276 or email:
ann.jones@halton.gov.uk for further information.
The next meeting of the Committee is on Tuesday, 15 October 2013*

**ITEMS TO BE DEALT WITH
IN THE PRESENCE OF THE PRESS AND PUBLIC**

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In accordance with the Health and Safety at Work Act the Council is required to notify those attending meetings of the fire evacuation procedures. A copy has previously been circulated to Members and instructions are located in all rooms within the Civic block.

SCHOOLS FORUM

At a meeting of the Schools Forum on Tuesday, 19 March 2013 at Civic Suite, Town Hall, Runcorn

Present: E. Cargill - Primary Representative
 Councillor Philbin, Executive Board Member Portfolio Holder for Children, Young People & Families
 L. Bowles, Nursery Schools Representative
 S. Clough, Children & Enterprise
 M. Constantine, Special School Representative
 A. Keeley, Secondary School Representative
 D. Stanley, All Through School Representative
 L. Feakes, Primary School Representative
 J. Rigby, Secondary Academy Representative
 S. Broxton, Primary Representative
 C. Owen, Secondary Community School
 A. McIntyre, Children & Enterprise
 A. Jones, Financial Management
 A. Jones, Democratic Services
 J. Jardine, Academy Representative

Action

SCF38 APOLOGIES FOR ABSENCE

Apologies had been received from Jackie Coughlan, Claire Dawes, Dianne Moran, Joanne Galloway and Naheem Shafiq.

SCF39 MINUTES & MATTERS ARISING

The Minutes from the previous meeting held on 29 January 2013 were agreed as a correct record.

Membership - It was noted that Mrs Heather Mullaney would be replaced on the Forum by Mr Jamie Jardine, the new Headteacher at the Heath, as she had been appointed Executive Principal at the Heath Multi Academy Trust.

The Forum was also advised that as Wade Deacon had now converted to Academy status, Mr John Woodrooffe had stepped down as a member of the Forum therefore creating a vacancy. This would also mean a new Chair would need to be elected at this meeting or via an election process. It was proposed by one Member that Ellen Cargill be elected to Chair; this was agreed by a show of hands. Mr John Rigby was proposed as Vice Chair, this was agreed by a show of hands.

It was explained that the Forum needed to maintain a balance of head teachers and governor representatives. One replacement therefore would be sought from Wade Deacon, Sandymoor School or Saints Peter and Paul to cover the vacancy created by Mr Woodroffe. They would be contacted and requested to nominate volunteers who should be a head teacher, a governor or chair of governors.

Additionally to this it was noted that there was a temporary vacancy whilst Mr Paul Towey had been seconded to the Diocese so again schools would be contacted for a volunteer to cover his absence on a temporary basis.

SCF 30 – Schools Block: Pupil Growth Fund – it was noted that a report would be submitted to the June meeting regarding this.

Since the Schools Forum Meeting has taken place, advice has been received from the Education Funding Agency who has advised that the Chairmanship of the Forum cannot be held by an Elected Member as described in Regulation 8 (6). Therefore the election of the Chairperson will be carried out at the June meeting of the Schools Forum.

SCF40 FUNDING FORMULA FOR EARLY YEARS PROVISION 2013-14

The Forum received a report informing them of the Early Years proposals for 2013-14.

It was reported that following consultation, the maintained sector showed support for the proposed funding factors of Basic Per Pupil, deprivation, Lump Sum and Local Authority Rates. The nursery schools were given a number of options regarding a cash balance to be allocated through a funding factor. All three nursery schools opted for the cash balance to be allocated through the Basic per Pupil element and this had been adjusted accordingly.

Appendix A detailed the proposed funding formula with cash values for the maintained nursery schools and nursery units plus the indicative budgets for 2013-14, for which agreement was sought by Schools Forum.

The Forum was advised that the Private, Voluntary and Independent (PVI) sector consultation results again showed support for the proposed funding factors of Basic per Pupil, Deprivation and Local Authority Rates. Within the PVI sector the use of a lump sum caused increased

turbulence of funding between providers. It was noted that by modelling various options the Finance team was able to prove that the lowest level of turbulence was provided by not using the lump sum factor but by allocating that cash funding through the Basic per Pupil factor.

RESOLVED: That Schools Forum:

1. Agree the mapping of current funding factors to the most appropriate funding factor;
2. Agree that funding is kept as much as possible within each funding factor;
3. Agree the use of a Lump Sum funding factor for the Maintained Sector Nursery Schools and Nursery Units;
4. Agree that the Lump Sum funding factor would not be used for the Private, Voluntary and Independent Sectors; and
5. Agree to fund the previously agreed Private Finance Initiative costs at The Grange.

SCF41 HIGH NEEDS BLOCK TOP UP RATES

An update on the work undertaken on developing the processes and funding for high needs pupils and students was provided to the Forum.

They were advised that two funding options had now been developed for the arrangements for top up funding for the four special schools. Both models were based on 2012/13 cash budgets and 2013/14 estimated numbers. The proposed top up levels for each of the options were provided in the report.

The four special schools had since been consulted on the two funding options which were described in the report. A further paper was provided on the consultation for the top up funding for the four Halton Special Schools and High Needs Assessment process for students aged 0-25 years.

Each of the four special schools was asked to indicate which of the two top up options they would prefer for 2013-14. Three of the four special schools indicated their preference for the second banded option. It was therefore recommended that the second banded option was used as the proposed funding model for 2013-14. A review of the impact of this banded top up level would be undertaken in 2013-14.

Following the meeting of a task group set up to

consider the changes required to the High Needs Assessment process, the Forum was advised that they had developed a High Needs/Student Assessment Process so that Halton had documented procedures to assess the needs of all pupils/students with high needs from 0-25 years old for the year 2013-14.

The *High Needs Students Assessment Framework for 2013-14* document was attached with the supplementary information and approved by members. Additionally a flow chart (Appendix 1) showing the assessment process and the current criteria that had been adapted was included with the supplementary information.

The attention of the Forum was drawn to the additional needs criteria which was agreed as:

'Exceptionally, a successful inclusive school may find themselves in a situation where they were attracting high needs pupils, yet they have low levels of additional needs funding and believe it was unable / unreasonable for it to fund the notional SEN for all their high needs pupils. In these circumstances any school that thought they should be treated as an exception would need to provide appropriate evidence to a moderation panel, a sub-committee of the Schools Forum. Critical factors would be: the overall number of high needs pupils and the relative level of the school's notional SEN budget. Advice from the School Psychologists may be helpful in judging whether the particular circumstances were affecting a particular school. A Schools Forum Sub Committee would agree additional guidelines to assist in determining whether they might be regarded as exceptional in this respect'

Following a discussion on the membership requirements of the subcommittee to take on the above role, volunteers were requested. Lesley Feakes (Infant representative) Linda Bowles (PVI representative) and John Rigby (Secondary representative) had volunteered. One member of staff from the SEN team and one Finance Officer would be needed as well, the names of who would be confirmed later. It was agreed that guidelines would be needed for the Sub Committee who would operate within delegated powers to make decisions; however, they would be required report to Schools Forum.

Forum members agreed to the membership and it was noted that the group would be coordinated by Ann McIntyre, Operational Director for Children's Organisation and Provision.

RESOLVED: That Schools Forum

1. Notes the progress made to date;
2. Agrees the banded option of providing top up to the four special schools for 2013-14; and
3. Approves the High Needs Assessment Framework for 2013-14.

SCF42 PUPIL REFERRAL UNITS (PRU'S)

The Forum received a summary of the changes to the funding of pupil referral provision and sought approval to carry forward any underspend from 2012/13 into 2013/14. The PRU budget calculations for 2013-14 was circulated to the group.

It was reported that as part of the funding reforms the Local Authority was required to put in place arrangements for PRU's to have delegated budgets by April 2013. This was to allow Management Committees to have the delegated powers necessary to run PRU's. Under the new funding arrangements, PRU's would be funded from the high needs element of the DSG. They would receive base funding of £8,000 for the number of places agreed with the Authority in August 2012. The place numbers agreed for the Key Stage 4 PRU was 40, giving a base budget of £320,000 and the numbers agreed for Key Stage 3 provision was 20, giving a base budget of £160,000. The final top up rates per annum for both PRUs from April 2013 were: KS3 £28,017.87 and KS4 £9,078.55.

Concern was expressed by Secondary members on the value of the top up required to sustain the PRU in 2013/14. Ann McIntyre agreed to meet secondary heads to discuss the funding levels for the PRU and future PRU provision.

Due to the new funding arrangements being likely to impact on the current funding levels and potentially cause some uncertainty for 2013/14, Schools Forum was requested to agree that any underspend on the two PRU budgets for 2012/13 was carried forward and used to support the provision in 2013/14. This was agreed by Forum Members.

Members noted that under the funding reforms where early intervention was provided at either of the PRUs but the pupil remained on the mainstream school roll in 2013/14,

this provision would continue to be offered at no costs to the mainstream school, which was a temporary arrangement, agreed with the EFA for one year only.

Members discussed the future of the PRUs beyond this date and the membership of the Management Committee. It was noted that if a school representative wished to raise matters with the Committee, then they were welcome to approach them directly.

It was also noted that from 2014/15, the relevant proportion of the high needs budget would be delegated to the schools who would then be responsible for paying the top up element direct to the PRU.

RESOLVED: That

1. Schools Forum note the delegation arrangements from April 2013;
2. Approve the carry forward of any unspent PRU balances within the DSG from 2012/13 to 2013/14.

SCF43 SCHOOL BUDGETS

The Forum was advised of the Schools Block One Line Budgets for Primary and Secondary phases for 2013-14.

It was noted that the last Schools Forum meeting the final funding formula cash values were agreed for the Primary and Secondary phases from the Schools Block of the Dedicated Schools Grant.

The Indicative Schools Block One Line Budgets were distributed to Head Teachers on 31 January 2013. Following the submission of the Budgets to the Education Funding Agency, head teachers had been contacted and informed that their indicative budget figures were confirmed.

Attached at Appendix A was the final Schools Block Budgets plus indicative Special Unit and Nursery Unit budgets. It was noted that outreach services, signers in Hearing Impaired Units, enhanced provision, sixth forms, pupil premium and Additional Grant for Schools was not included within the figures.

RESOLVED: That the report be noted.

SCF44 CONTINGENCY

A report was presented to the Forum which provided a summary of the requests from a number of schools for contingency funding. Schools Forum was asked to consider each of the requests.

It was noted that in January 2013, a balance of £24,180 was identified on the general schools contingency budget in 2012/13 and £1,785,881 on the DSG centrally held contingency.

Due to exceptional unforeseen costs as described in the report, Farnworth Church of England Primary School and West Bank Primary School had applied for contingency funding. Forum members discussed the individual cases and agreed to fund the requests as exceptions, taking note that this would leave a balance in the fund of £500.

The request from Cavendish School was not supported as it was not in line with the previously agreed Schools Forum policy on premature retirement of staff.

It was noted by the Forum that following a brief consultation by the DfE on the Local Authority Central Spend Equivalent Grant (LACSEG), from 2012/13 any school converting to an academy would now take a proportion of the schools contingency budget. This funding would be recouped from the budget in year.

RESOLVED: That Schools Forum:

1. Agrees to the request for funding by Farnworth C E Primary School;
2. Agrees to the request for funding by West Bank Primary School;
3. Notes the decision on the request for funding by Cavendish School; and
4. Notes that funding would be recouped from the budget in year for academies.

SCF45 ANY OTHER BUSINESS

Primary School Sport Funding – Anne Jones announced that following a Government announcement yesterday, all schools with 17 or more primary aged pupils would receive a lump sum of £8000 plus a premium of £5 per pupil, to spend on improving the quality of sport and PE for all their children. Smaller schools would receive £500 per pupil. This would be paid for the two academic years

2013/14 and 2014/15.

It was stipulated that schools would have to spend the sports funding on improving their provision of PE and sport, but they would have the freedom to choose how they do this.

Possible uses for the funding included:

- Hiring specialist PE teachers or qualified sports coaches to work alongside primary teachers when teaching PE;
- New or additional Change4Life sport clubs;
- Paying for professional development opportunities in PE/sport;
- Providing cover to release primary teachers for professional development in PE/sport;
- Running sport competitions, or increasing participation in the school games;
- Buying quality assured professional development modules or materials for PE/sport;
- Providing places for pupils on after school sport clubs and holiday clubs.

It was estimated that Halton would receive £455,000 for its primary schools.

Meeting ended at 6.55 p.m.

REPORT TO: Schools Forum

DATE: 18 June 2013

REPORTING OFFICER: Ann McIntyre – Operational Director
Childrens Organisation and Provision

SUBJECT: Membership Update and Draft Terms of Reference

1.0 PURPOSE OF THE REPORT

- 1.1 To advise the Forum of the current membership, introduce new Members and elect a Chairperson.
- 1.2 To present the draft Terms of Reference for approval.

2.0 RECOMMENDATION: That Schools Forum

1. Notes the current membership;
2. Elects a Chairperson for a two year period; and
3. Agrees that the draft Terms of Reference be approved and adopted.

3.0 SUPPORTING INFORMATION

- 3.1 Two members terms of office came to an end in March 2013. Both representatives have been written to and thanked for their contribution to the School Forum.
- 3.2 In addition, an item has been placed in the schools circular requesting nominations for a primary community school representative and a VA primary school representative.
- 3.3 Jim Wilson, Chair of Governors at Saints Peter and Paul Catholic College has agreed to join the Forum as a secondary Governor Representative.
- 3.4 Mark Dennett the Chair of the PRU Management Committee will also join the Forum as the PRU representative.
- 3.5 Linda Bowles, Nursery Representative will retire at the end of the Academic year. Amanda Brown, Head at Warrington Road will replace Linda.
- 3.2 Nominations were sought prior to the meeting for the role of Chairperson (names will be provided at the meeting) and the Forum is requested to elect one person from the nominations to assume the role of Chairperson.

- 3.3 Terms of reference have been drafted for consideration at the meeting. The terms of reference are based on the School Forums (England) Regulations 2012.

4.0 POLICY IMPLICATION

- 4.1 The list of members along with the agreed terms of reference will be circulated to schools through the e-circular. An update on the membership will also be sent out to all Chairs of Governors. Forum members are reminded that their role is to represent their sector and report back following each meeting.

5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

It is important that all sectors are appropriately represented through the School Forum.

6.2 Employment, Learning and Skills in Halton N/A

6.3 A Healthy Halton N/A

6.4 A Safer Halton N/A

6.5 Halton's Urban Renewal N/A

6.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

Document	Place of Inspection	Contact Officer
The Schools Forums (England) Regulations 2012	Municipal Building	Ann Jones

SCHOOL FORUM MEMBERSHIP (June 2013)

Name	Status / Representing	Address	Tenure	Comments
Cllr Ged Philbin	Children's Services Portfolio Holder – Executive Board HBC	c/o Member Services HBC	NA	Observer only
Ellen Cargill	Primary Representative (Small School)	Governor Astmoor Primary School Kingshead Close Castlefields, Runcorn WA7 2JE	Dec 2009 - 2013	
Jackie Coughlan	Primary Representative (Infant School)	Headteacher St Bede's Catholic Infant Leigh Avenue Widnes, WA8 6EL	Jan 2010 - 2014	
Claire Dawes	Primary Representative (Junior School)	Headteacher Westfield Primary School Clayton Crescent Runcorn, WA7 4RA	March 2009 – 2013	Term of office expired
Paul Towey	Primary Representative (VA School)	Headteacher O L P S Catholic Primary Clinton View Widnes, WA8 8JN	March 2009 – 2013	Term of office expired
Syd Broxton	Primary Representative (1 Form Entry)	Governor Victoria Road Primary School Runcorn, WA7 5BN	March 2011 – 2015	
Lesley Feakes	Primary Representative (School with a Nursery Unit)	Head Teacher - Simms Cross Primary School & Nursery, Kingsway, Widnes, WA8 7QS	Jan 2011 – 2015	
Dianne Moran	Primary Academy Representative	Headteacher Palacefields Primary Academy, Badger Close, Palacefields, Runcorn, WA7 2QW	Oct 2012 – 2016	

Linda Bowles	Nursery Schools Representative	Headteacher Ditton Early Years Centre, Dundalk Road Widnes, WA8 8DF	Jan 2010 – 2014	
David Stanley	All Through School Representative	Headteacher The Grange All Through School Latham Avenue Runcorn, WA7 5DX	Jan 2010 – 2014	
Andrew Keeley	Secondary Representative (School with a sixth Form)	Headteacher St. Chad's Catholic & Church of England High Grangeway Runcorn, WA7 5YH	Jan 2011 – 2015	
Carole Owen	Secondary Representative	Headteacher The Bankfield Liverpool Road Widnes, WA8 7HU	Oct 2012 – 2016	
John Rigby (Vice Chair)	Secondary Academy Representative	Principal Ormiston Bolingbroke Academy, Barnfield Avenue, Murdishaw Runcorn, WA7 6EP	June 2011 – 2014	
Jamie Jardine	Secondary Academy Representative	Principal The Heath School Clifton Road Runcorn WA7 4SY	Oct 2012 – 2016	
Jim Wilson	Secondary Academy Representative	Chair of Governors Saints Peter & Paul Catholic College Highfield Road Widnes, WA8 7DW	June 2013 – 2017	

Mark Dennett	Pupil Referral Unit (PRU) Representative	Chairman Management Committee - Halton PRU Chadwick Road Astmoor Industrial Estate Runcorn, WA7 1PW	June 2013 – 2017	
Joanne Galloway	Representative PVI	Deputy Manager Holy Spirit Pre-School Cotterill, Halton Brook Runcorn, WA7 2NL	Feb 2011 – 2015	
Marjorie Constantine	Special Schools Representative	Governor Ashley School Cawfield Avenue Widnes, WA8 7HG	March 2011 – 2015	

Council Officer Contacts:

Name	Status/Representing	Address	E-mail	Telephone
Ann McIntyre	Operational Director Children's Organisation & Provision Children & Enterprise	Halton Borough Council Grosvenor House Halton Lea Runcorn, WA7 2WD	ann.mcintyre@halton.gov.uk	Tel: 0151 511 7332 Ext: 16 7332 Fax: 0151 471 7321
Anne Jones	Senior Finance Officer Financial Management Policy & Resources	Halton Borough Council 2 nd Floor, Kingsway House, Widnes	anne.jones@halton.gov.uk	Tel: 0151 511 8277 Ext: 16 8277
Jennifer John	Divisional Manager - Inclusion 0-25 Children & Enterprise	Halton Borough Council Grosvenor House Dee 1 Halton Lea Runcorn, WA7 2WD	jennifer.john@halton.gov.uk	Tel: 0151 511 7317 Ext: 16 7317
Simon Clough	Divisional Manager Learning & Achievement Children & Enterprise	Halton Borough Council Grosvenor House Halton Lea Runcorn, WA7 2WD	simon.clough@halton.gov.uk	Tel: 0151 511 7273 Ext: 16 7273

Ann Jones	Clerk to Schools Forum Democratic Services Officer Policy & Resources	Halton Borough Council 7 th Floor Municipal Building Widnes, WA8 7QF	ann.jones@halton.gov.uk	Tel: 0151 511 8276 Ext: 16 8276
Naheem Shafiq	Principal Finance Officer Children & Enterprise	Halton Borough Council 2 nd Floor, Kingsway House, Widnes	naheem.shafiq@halton.gov.uk	Tel: 0151 511 8680 Ext: 16 8680

HALTON SCHOOLS FORUM

TERMS OF REFERENCE

Halton Schools Forum shall be guided by 'The Schools Forums (England) Regulations 2012' which lays down the statutory functions of the Forum, explains the regulations with regards to membership, and provides information of the meetings and proceedings of Schools Forum.

Membership

1. The Halton Schools Forum will consist of 19 Members made up of 16 School and Academy Members and 3 non-school Members, made up as follows:

Schools Members

- 7 Primary representatives
- 5 Secondary representatives
- 1 All-through representative
- 1 Special School representative
- 1 Nursery School representative
- 1 Pupil Referral Units representative

Non School Members

- 1 Private, Voluntary or Independent (PVI) Sector Provider
- 1 Local Authority 14-19 partnership Officer
- 1 Local Authority Learning & Achievement Officer

Observers

The following are entitled to attend and speak at meetings of the Schools Forum, but are not Members and have no voting rights:

- The Elected Member of the Authority who has the Education and Children's Portfolio of the Council;
- The Elected Member of the Authority who has the Resources Portfolio of the Council;
- An Education Funding Agency (EFA) representative;
- Director of Children and Young People's Services of the Council or their nominated representative;
- Chief Finance Officer of the Council or their nominated representative;
- Any person presenting a paper or other item to the Forum that is on the agenda, but that person's right to speak shall be limited to matters related to the item that the person is presenting.

2. The term of office for Forum Members will be four years from the date of appointment/election, at which time elections will take place for school and academy members and nominations will be sought for the non-school members.

3. Should a resignation be tendered from the Forum, an election (or nominations where appropriate) will be held for the vacancy which will ensure that the representational balance is maintained or improved. Each representative group will be responsible for the method by which they elect and nominate school and academy member representatives.
4. The academy members on the Forum represent the governing bodies of the academies situated in Halton, so do not necessarily have to be a principal or a governor. It is for the governing bodies of the academies to elect their own members for nomination on to the Forum.
5. A member ceases to be a member of the Schools Forum if:
 - He or she resigns from the Schools Forum by giving notice in writing;
 - He or she no longer occupies the office by which he or she became eligible for election, selection or appointment to the Forum, eg., a schools member must stand down if their school converts to an Academy;
 - He or she ceases to be a governor of a community primary school in the authority;
 - A non-schools member is replaced by the Authority at the request of the body which the member represents.
6. The Council will maintain a written record of the composition of the Schools Forum including the method by which representatives are elected or nominated and the date of their retirement from the Forum.

Meetings and Procedures of the Schools Forum

7. There will be a minimum of four meetings per school year.
8. The Forum will elect a Chair from amongst its own members and that term of office shall be two years. Elected Members and Officers' of the Authority may not hold the post of Chair or Vice Chair. At any meeting where both the Chair and Vice-Chair are absent, the Forum shall elect, from those voting members present, a person to take the Chair for that meeting only.
9. The meetings of the Forum will be open to the public. Exceptionally, the Chair of the Forum may determine that part of a meeting (or an agenda item) will be held in private (Part II). Prior to making any such determination, the chair must take legal advice and the determination must be in accordance with this legal advice. If an item is taken as Part II the Forum members will be expected to be diligent in the appropriate care of related materials and maintain confidentiality of the item.
10. Participation by local authority members and officers will be limited to a Lead Member for Education and Children's Services, a Lead Member for Resources, the Director of Children of Young People's Services (or their representative), the Chief Finance Officer (or their representative) or officers who are providing specific financial or technical advice to Schools Forum. Other individuals will be able to participate where they are presenting a report, but their participation must be limited to their specific agenda item.
11. The meetings are quorate if at least 40% of the total membership (excluding vacancies) is present at the meeting. This excludes observers.

12. Meetings of the Forum will be scheduled on the calendar of meetings for the year ahead beginning in the May, and will be listed on the Council website. Agendas and supporting documentation will be published on the Council website at least 7 clear working days prior to the meeting date. Schools Forum members will access agendas via the website and will be prompted via an email alert once the agenda has been published.
13. The Council shall appoint a Clerk for the Schools' Forum who shall be in attendance at each meeting of the Forum and will take minutes. The Clerk will also prepare and send out agendas to members and receive all apologies for absences and record absences without notice.
14. The Clerk will place the **agreed** minutes of the meetings on the Council's website and they will also be included on the schools' bulletins' when available.
15. Each group of Schools Members will agree two named substitutes and provide this information to the Clerk. The Clerk should be advised of the attendance of a substitute in advance of the meeting and the Agenda for the meeting could be emailed to named substitutes in this instance.
16. Notices of appointments, nominations, substitutes, resignations and similar membership information relating to the membership of the Forum must be given to the Clerk in writing.
17. Where an urgent item/proposal needs to be considered in advance of a meeting, the Forum may be consulted via email.
18. For decision making purposes, each Forum member will be entitled to one vote on all matters put to the vote, other than matters relating to the funding formula in which case only schools members (mainstream schools, academies, special schools and PRUs) and representatives of the PVI sector will be able to vote. In the case of an equal number of votes for and against a proposal, the Chair shall have a second or casting vote.
19. The Schools Forum may convene various task and finish sub groups to look at specific topics for discussion and consultation and to report back with outcomes and recommendations. The membership of any sub group is to be agreed by Schools Forum.

Items for Forum Discussion

The Forum will discuss and be consulted upon the following matters:-

20. Consultation of School Funding Formula
 - a) The Council shall consult the Forum on any proposed changes in relation to the factors and criteria that were taken into account, or the methods, principles and rules that have been adopted, in their formula made in accordance with regulations made under Section 47 of the School Standards and Framework Act 1998, and the financial effect of any such change.

- b) Consultation shall take place in sufficient time to allow the views expressed to be taken into account in the determination of the Council's formula and in the initial determination of schools' budget shares before the beginning of the financial year.

21. Consultation on Contracts

The Council shall consult the Forum on the terms of any proposed contract for supplies or services being a contract paid or to be paid out of the Council's schools budget where the estimated value of the proposed contract is not less than the threshold which applies to the authority for that proposed contract, pursuant to regulation 8 of the Public Contracts Regulations 2006.

22. Consultation of Financial Issues

The Council shall consult the Forum annually in respect of its functions relating to the schools budget, in connection with the following:

- a) the arrangements to be made for the education of pupils with special educational needs;
- b) arrangements for the use of pupil referral units and the education of children otherwise than at school;
- c) arrangements for early years provision;
- d) prospective revisions to the authority's scheme for the financing of schools; and
- e) administrative arrangements for the allocation of central government grants paid to schools via the authority.

23. Consultation on Other Matters

The Council may consult the Forum on such other matters concerning the funding of schools as they see fit.

The Forum shall also have the following powers:

- a) to agree to the level of school specific contingency at the beginning of each year;
- b) to agree arrangements for combining elements of the centrally retained Schools Budget with elements of other Council and other agencies' budgets to create a combined children's services budget, in circumstances where there is a clear benefit for schools and pupils in doing so;
- c) **in exceptional circumstances only:** to recommend changes to the Council's funding formula subject to approval by the Education Funding Agency.

REPORT TO: School Forum

DATE: 18th June 2013

REPORTING OFFICER: Senior Finance Officer, Financial Management Division

SUBJECT: School Balances & Dedicated Schools Grant Outturn
2012-13

1.0 Purpose of the Report

1.1 To report to the School Forum the level of balances brought forward from 2012-13 by Halton Schools and the Dedicated Schools Grant outturn position for 2012-13.

2.0 Recommendation

RECOMMENDED:

1. That the report be noted.
2. That School Forum decides if they wish any school to explain their balance to the School Forum.
3. That the amount of unspent DSG from 2012-13 of £2,749,158 is carried forward into the 2013-14 financial year be noted by the School Forum.

3.0 Background

3.1 Following discussion at the School Forum meeting in January 2012, the excess surplus balance limits previously imposed on schools were lifted. However School Forum retained the option to review school balances and question any school regarding their balance.

3.2 The level of balances in the Individual School Budget held by Halton Schools brought forward into 2013-14 is £7,170,050. This is an increase of £154,081 to the balance carried forward into 2012-13 of £7,015,969.

3.3 The Devolved Formula Capital balances (Non-LMS) is now £356,575. Of this balance approximately £50,000 is being spent on projects currently underway, approximately £105,000 has to be spent by 31st March 2014 and the remaining £201,000 has to be spent by 31st March 2015.

3.4 Appendix A details the Individual School Budget balances with comparison to 2011-12.

3.5 Appendix B details the Devolved Formula balances brought forward into 2013-14.

3.6 Each year all Local Authorities are required to submit a Section 251 Outturn report to the Department for Education on which the authority records its total

income and expenditure for the previous financial year. This includes income and expenditure at individual school level taken from the Consistent Financial Reporting return plus central local authority income and expenditure.

3.7 Summary of DSG outturn for 2012-13

Dedicated Schools Grant Available	
Final allocation for 2012-13	£87.2M
Plus carry forward from 2011-12	<u>£1.9M</u>
	£89.1M
DSG Expenditure	
School level expenditure	£83.3M
Central expenditure	<u>£3.1M</u>
	£86.4M
DSG brought forward to 2013-14	<u><u>£2.7M</u></u>

3.8 The central DSG underspend was primarily made up of Special Needs provisions. The funds brought forward will be used to fund budget pressures in the current 2013-14 financial year.

Appendix A

Code	School	2011-12				2012-13			
		Approved Budget £	Amount £	Balance £	%	Approved Budget £	Amount £	Balance £	%
5001	Ditton Nursery	275,728	258,817	16,911	6.13%	273,338	273,338	0	0.00%
5002	Birchfield Nursery	318,612	297,107	21,505	6.75%	329,407	303,225	26,182	7.95%
5003	Warrington Road Nursery	365,486	338,431	27,055	7.40%	392,440	351,322	41,118	10.48%
Sub-total Nursery Schools		959,826	894,355	65,471	6.82%	995,185	927,885	67,300	6.76%
5100	St Mary's Primary	1,021,436	917,291	104,145	10.20%	1,056,696	978,451	78,245	7.40%
5101	St Edwards Primary	609,929	533,219	76,710	12.58%	686,674	588,989	97,685	14.23%
5102	Weston Point Community Primary	733,053	602,169	130,884	17.85%	852,281	729,087	123,194	14.45%
5105	Victoria Road Primary	961,699	831,118	130,581	13.58%	1,116,085	1,013,137	102,948	9.22%
5106	Weston Primary	681,888	589,519	92,369	13.55%	668,013	594,086	73,927	11.07%
5107	St Clements Primary	726,197	640,982	85,215	11.73%	839,045	728,002	111,043	13.23%
5108	Westfield Primary	828,670	802,277	26,393	3.18%	893,603	878,674	14,929	1.67%
5109	Halton Lodge Primary	887,802	810,744	77,058	8.68%	989,366	940,222	49,144	4.97%
5110	Castle View Primary	749,150	680,119	69,031	9.21%	851,742	775,034	76,708	9.01%
5111	Astmoor Primary	693,789	635,511	58,278	8.40%	802,034	736,660	65,374	8.15%
5112	The Brow Community Primary	1,072,247	1,044,629	27,618	2.58%	1,044,967	1,040,452	4,515	0.43%
5113	Woodside Primary	1,003,080	901,971	101,109	10.08%	1,038,495	956,471	82,024	7.90%
5114	The Holy Spirit Primary	670,805	614,887	55,918	8.34%	660,413	624,604	35,809	5.42%
5115	The Park Primary	650,816	612,534	38,282	5.88%	728,113	694,310	33,803	4.64%
5116	Pewithall Primary	771,272	725,211	46,061	5.97%	820,344	744,892	75,452	9.20%
5118	Hallwood Park Primary	742,308	674,212	68,096	9.17%	861,739	812,313	49,426	5.74%
5119	St Augustine's Primary	535,262	516,095	19,167	3.58%	540,366	540,366	0	0.00%
5120	Runcorn All Saints Primary	567,625	552,250	15,375	2.71%	613,105	530,007	83,098	13.55%
5121	Our Lady Mother of the Saviour Primary	709,327	673,366	35,961	5.07%	826,862	772,871	53,991	6.53%
5122	Hillview Primary	819,277	745,026	74,251	9.06%	879,828	782,505	97,323	11.06%
5123	Beechwood Primary	616,463	553,693	62,770	10.18%	653,407	584,147	69,260	10.60%
5125	Brookvale Primary	1,181,732	1,070,443	111,289	9.42%	1,216,399	1,071,852	144,547	11.88%
5126	St Martins Primary	838,160	788,215	49,945	5.96%	898,347	873,328	25,019	2.78%
5127	Murdishaw West Comm Primary	932,612	864,114	68,498	7.34%	993,287	917,960	75,327	7.58%
5128	Gorsewood Primary	839,650	766,918	72,732	8.66%	901,092	857,831	43,261	4.80%
5129	St Bertelina's Primary	1,035,947	1,030,389	5,558	0.54%	1,054,486	1,056,251	-1,765	-0.17%
5130	Windmill Hill Primary	738,745	694,536	44,209	5.98%	783,892	733,417	50,475	6.44%
5131	Daresbury Primary	458,898	441,775	17,123	3.73%	456,879	423,589	33,290	7.29%
5132	Moore Primary	824,575	766,151	58,424	7.09%	760,830	729,398	31,432	4.13%
5133	Hale Primary	480,174	460,197	19,977	4.16%	538,073	461,087	76,986	14.31%
5134	St Bedes Junior	900,629	814,020	86,609	9.62%	947,942	830,974	116,968	12.34%
5135	St Bedes Infant	816,668	728,761	87,907	10.76%	877,105	807,060	70,045	7.99%
5136	Spinney Avenue Primary	757,332	735,400	21,932	2.90%	806,695	780,371	26,324	3.26%
5137	St Michael's Primary	1,039,678	996,999	42,679	4.11%	1,084,812	1,014,477	60,335	5.56%

Appendix A

Code	School	2011-12				2012-13			
		Approved Budget £	Amount £	Balance £	%	Approved Budget £	Amount £	Balance £	%
5138	Farnworth Primary	1,194,605	1,170,596	24,009	2.01%	1,249,668	1,231,036	18,632	1.49%
5139	Halebank Primary	477,213	423,997	53,216	11.15%	537,663	475,040	62,623	11.65%
5140	St Gerard's Primary & Nursery	906,273	813,415	92,858	10.25%	1,036,282	931,566	104,716	10.11%
5141	Ditton Primary	1,311,594	1,203,220	108,374	8.26%	1,403,446	1,352,859	50,587	3.60%
5142	Simms Cross Primary	1,233,962	1,140,160	93,802	7.60%	1,272,332	1,186,460	85,872	6.75%
5143	West Bank Primary	936,924	820,087	116,837	12.47%	983,968	969,999	13,969	1.42%
5144	Oakfield Primary	1,467,292	1,382,408	84,884	5.79%	1,549,954	1,514,714	35,240	2.27%
5146	Moorfield Primary	961,582	918,533	43,049	4.48%	1,003,907	928,515	75,392	7.51%
5148	Our Lady Of Perpetual Succour Primary	804,146	723,436	80,710	10.04%	846,343	771,187	75,156	8.88%
5149	St Basils Primary	1,436,203	1,316,800	119,403	8.31%	1,530,443	1,442,960	87,483	5.72%
5150	All Saints Upton Primary	846,509	777,276	69,233	8.18%	890,220	840,849	49,371	5.55%
5151	Fairfield Junior	1,192,604	1,071,517	121,087	10.15%	1,284,164	1,210,511	73,653	5.74%
5152	Fairfield Infant	1,056,424	983,567	72,857	6.90%	1,136,019	987,847	148,172	13.04%
5153	Lunts Heath Primary	1,001,965	914,260	87,705	8.75%	1,036,072	919,286	116,786	11.27%
5154	St John Fisher Primary	815,194	815,136	58	0.01%	866,051	791,332	74,719	8.63%
Sub-total Primary Schools		43,044,956	39,711,424	3,333,532	7.74%	45,429,350	39,860,463	3,262,359	7.18%
5301	St Chads High	6,207,998	5,930,312	277,686	4.47%	6,832,041	6,316,006	516,035	7.55%
5303	The Grange All Through	7,446,707	6,930,798	515,909	6.93%	7,692,849	7,225,040	467,809	6.08%
5308	The Bankfield	4,397,017	3,859,562	537,455	12.22%	4,894,821	4,370,875	523,946	10.70%
5310	Wade Deacon High	8,921,983	7,528,761	1,393,222	15.62%	9,305,245	8,491,134	814,111	8.75%
5312	St Peter & Paul High	8,355,158	8,228,001	127,157	1.52%	8,578,774	8,084,077	494,697	5.77%
Sub-total Secondary Schools		35,328,863	32,477,433	2,851,430	8.07%	37,651,812	34,487,131	3,164,681	8.41%
5401	Ashley	1,316,155	1,241,988	74,167	5.64%	1,428,338	1,366,156	62,182	4.35%
5402	Chestnut Lodge Special	1,367,838	1,158,864	208,974	15.28%	1,508,739	1,231,625	277,114	18.37%
5403	Brookfields	1,330,404	1,300,715	29,689	2.23%	1,499,471	1,358,009	141,462	9.43%
5404	Cavendish	1,781,176	1,624,195	156,981	8.81%	2,055,645	1,860,196	195,449	9.51%
Sub-total Special Schools		5,795,573	5,325,762	469,811	8.11%	6,492,193	5,815,987	676,206	10.42%
Total - All Schools		85,129,218	78,408,973	6,720,245	7.89%	90,568,540	81,091,465	7,170,547	7.92%

Appendix B

Non-LMS School Balances 2010-11 to 2012-13

	2011-12	2012-13
5100 St Mary's Primary	0.00	0.00
5101 St Edwards Primary	0.00	0.00
5102 Weston Point Community Primary	6,812.48	10,306.69
5103 The Grange Junior	0.00	0.00
5104 The Grange Infant	0.00	3,270.81
5105 Victoria Road Primary	21,996.00	13,107.56
5106 Weston Primary	5,610.00	0.00
5107 St Clements Primary	0.00	0.00
5108 Westfield Primary	4,386.40	8,220.51
5109 Halton Lodge Primary	0.00	0.00
5110 Castle View Primary	9,823.00	15,318.97
5111 Astmoor Primary	527.00	5,905.13
5112 The Brow Community Primary	(8,271.00)	(2,167.49)
5113 Woodside Primary	14,406.00	10,480.50
5114 The Holy Spirit Primary	0.00	0.00
5115 The Park Primary	0.00	0.00
5116 Pewithall Primary	10,860.89	12,936.47
5118 Hallwood Park Primary	16,195.00	281.73
5119 St Augustine's Primary	0.00	0.00
5120 Runcorn All Saints Primary	0.00	0.00
5121 Our Lady Mother of the Saviour Primary	0.00	0.00
5122 Hillview Primary	24,940.00	12,286.73
5123 Beechwood Primary	1,974.23	0.00
5125 Brookvale Primary	25,177.07	11,030.09
5126 St Martins Primary	0.00	0.00
5127 Murdishaw West Comm Primary	6,417.00	9,860.52
5128 Gorsewood Primary	12,100.14	(0.28)
5129 St Berteline's Primary	0.00	0.00
5130 Windmill Hill Primary	963.24	0.50
5131 Daresbury Primary	0.00	2,561.50
5132 Moore Primary	5,757.00	1,473.72
5133 Hale Primary	32,127.81	8,928.47
5134 St Bedes Junior	0.00	0.00
5135 St Bedes Infant	0.00	0.00
5136 Spinney Avenue Primary	6,413.80	6,548.64
5137 St Michael's Primary	0.00	0.00
5138 Farnworth Primary	46,292.99	4,094.53
5139 Halebank Primary	1,141.00	3,026.69
5140 St Gerard's Primary & Nursery	0.00	0.00
5141 Ditton Primary	2,641.41	1,866.66
5142 Simms Cross Primary	46,333.90	27,189.25
5143 West Bank Primary	22,079.00	0.00
5144 Oakfield Primary	(4,583.00)	2,325.04
5146 Moorfield Primary	10,040.00	0.54
5148 Our Lady Of Perpetual Succour Primary	0.00	0.00
5149 St Basils Primary	0.00	0.00
5150 All Saints Upton Primary	10,763.30	11,723.75
5151 Fairfield Junior	13,810.00	3,133.83
5152 Fairfield Infant	3,972.00	10,559.33
5153 Lunts Heath Primary	0.00	7,262.57
5154 St John Fisher Primary	0.00	0.00
Sub-total Primary Schools	347,948.66	201,532.96

Appendix B

Non-LMS School Balances 2010-11 to 2012-13

		2011-12	2012-13
5001	Ditton Nursery	5,006.00	3,853.63
5002	Birchfield Nursery	12,294.23	6,025.14
5003	Warrington Road Nursery	16,919.31	17,381.37
	Sub-total Nursery Schools	34,219.54	27,260.14
5301	St Chads High	0.00	0.00
5303	The Grange All Through	127,565.30	58,921.96
5308	The Bankfield	72,387.00	32,671.06
5310	Wade Deacon High	0.00	(0.06)
5312	St Peter & Paul High	0.00	0.00
	Sub-total Secondary Schools	204,236.30	91,592.96
5401	Ashley	22,810.81	(18.88)
5402	Chestnut Lodge Special	20,066.90	8,657.78
5403	Brookfields	10,479.30	13,407.68
5404	Cavendish	7,139.00	14,142.31
	Sub-total Special Schools	60,496.01	36,188.89
	Total - All Schools	646,900.51	356,574.95

REPORT TO: School Forum
DATE: 18th June 2013
REPORTING OFFICER: Senior Finance Officer
SUBJECT: PE Provision in Schools
WARDS: Boroughwide

1.0 PURPOSE OF THE REPORT

1.1 To inform School Forum of the new funding for primary-aged pupils for the academic year 2013-14.

2.0 RECOMMENDATION: That

(1) That the report be noted.

3.0 SUPPORTING INFORMATION

3.1 On 16th March the Government announced additional funding for primary-aged pupils to 'provide new, substantial primary school sport funding' for the two academic years 2013-14 and 2014-15.

3.2 This funding is going to primary school Head Teachers and can only be spent on sport and PE provision in schools, but will have the freedom to choose how they do this.

3.3 Possible uses as given by the Department for Education are:

- Hiring specialist PE teachers or qualified sports coaches to work alongside primary teachers when teaching PE
- New or additional Change4Life sport clubs
- Paying for professional development opportunities in PE/sport
- Providing cover to release primary teachers for professional development in PE/sport
- Running sport competitions, or increasing participation in the school games
- Buying quality assured professional development modules or materials for PE/sport
- Providing places for pupils on after school sport clubs and holiday clubs

3.4 Schools will be held to account for how they spend the sport funding. OFSTED will strengthen its coverage of sport and PE within the Inspectors' Handbook and supporting guidance, so that schools and inspectors know how sport and PE will be assessed in future as part of the school's overall provision offered.

- 3.5 Schools will be required to include details about their sporting provision on their school website, alongside their curriculum details, so parents can compare sports provision between schools, both within and beyond the school day.
- 3.6 Funding per school will be as follows:
All schools with 17 or more primary-aged pupils will receive a lump sum of £8,000 plus a premium of £5 per pupil.
Smaller schools will receive £500 per pupil.
Funding will be calculated as at the January 2013 census.
- 3.7 The funding will be included in the Additional Grant for Schools which is distributed to Local Authorities in late September or early October. Payments will cover the academic years 1st September 2013 to 31st August 2014 and 1st September 2014 to 31st August 2015.
- 3.8 Appendix 1 gives the estimated grant figures for each school with primary phase pupils as at January 2013.

4.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

Document	Place of Inspection	Contact Officer
Primary School Sport Funding	Kingsway House	Anne Jones

		Pupil FTE Jan-13	Lump Sum	Per Pupil Amount	Total
PRIMARY SCHOOLS					
5100	St Mary's	239	£ 8,000.00	£ 1,195.00	£ 9,195.00
5101	St Edward's	116	£ 8,000.00	£ 580.00	£ 8,580.00
5102	Weston Point Community	128	£ 8,000.00	£ 640.00	£ 8,640.00
5105	Victoria Road	233	£ 8,000.00	£ 1,165.00	£ 9,165.00
5106	Weston	106	£ 8,000.00	£ 530.00	£ 8,530.00
5107	St Clement's	208	£ 8,000.00	£ 1,040.00	£ 9,040.00
5108	Westfield	157	£ 8,000.00	£ 785.00	£ 8,785.00
5109	Halton Lodge	200	£ 8,000.00	£ 1,000.00	£ 9,000.00
5110	Castle View	129	£ 8,000.00	£ 645.00	£ 8,645.00
5111	Astmoor	133.6	£ 8,000.00	£ 668.00	£ 8,668.00
5112	The Brow Community	184	£ 8,000.00	£ 920.00	£ 8,920.00
5113	Woodside	162	£ 8,000.00	£ 810.00	£ 8,810.00
5114	The Holy Spirit	107	£ 8,000.00	£ 535.00	£ 8,535.00
5115	The Park	97.6	£ 8,000.00	£ 488.00	£ 8,488.00
5116	Pewithall	208	£ 8,000.00	£ 1,040.00	£ 9,040.00
5118	Hallwood Park	119	£ 8,000.00	£ 595.00	£ 8,595.00
5119	St Augustine's	89	£ 8,000.00	£ 445.00	£ 8,445.00
5120	Runcorn All Saints	103	£ 8,000.00	£ 515.00	£ 8,515.00
5121	Our Lady Mother Of The Saviour	194	£ 8,000.00	£ 970.00	£ 8,970.00
5122	Hill View	202	£ 8,000.00	£ 1,010.00	£ 9,010.00
5123	Beechwood	134	£ 8,000.00	£ 670.00	£ 8,670.00
5125	Brookvale	255	£ 8,000.00	£ 1,275.00	£ 9,275.00
5126	St Martin's	207	£ 8,000.00	£ 1,035.00	£ 9,035.00
5127	Murdishaw West Community	180	£ 8,000.00	£ 900.00	£ 8,900.00
5128	Gorsewood	196	£ 8,000.00	£ 980.00	£ 8,980.00
5129	Norton St Berteline's	294	£ 8,000.00	£ 1,470.00	£ 9,470.00
5130	Windmill Hill	122	£ 8,000.00	£ 610.00	£ 8,610.00
5131	Daresbury	101	£ 8,000.00	£ 505.00	£ 8,505.00
5132	Moore	204	£ 8,000.00	£ 1,020.00	£ 9,020.00
5133	Hale	122	£ 8,000.00	£ 610.00	£ 8,610.00
5134	St Bede's Jnr	251	£ 8,000.00	£ 1,255.00	£ 9,255.00
5135	St Bede's Inf	200	£ 8,000.00	£ 1,000.00	£ 9,000.00
5136	Spinney Avenue	208	£ 8,000.00	£ 1,040.00	£ 9,040.00
5137	St Michaels	237	£ 8,000.00	£ 1,185.00	£ 9,185.00
5138	Farnworth	385	£ 8,000.00	£ 1,925.00	£ 9,925.00
5139	Halebank	73	£ 8,000.00	£ 365.00	£ 8,365.00
5140	St Gerard's	164	£ 8,000.00	£ 820.00	£ 8,820.00
5141	Ditton	323	£ 8,000.00	£ 1,615.00	£ 9,615.00
5142	Simms Cross	187.6	£ 8,000.00	£ 938.00	£ 8,938.00
5143	West Bank	155	£ 8,000.00	£ 775.00	£ 8,775.00
5144	Oakfield	269	£ 8,000.00	£ 1,345.00	£ 9,345.00
5146	Moorfield	267	£ 8,000.00	£ 1,335.00	£ 9,335.00
5148	Our Lady of Perpetual Succour	200	£ 8,000.00	£ 1,000.00	£ 9,000.00
5149	St Basil's	357	£ 8,000.00	£ 1,785.00	£ 9,785.00
5150	All Saints Upton	169	£ 8,000.00	£ 845.00	£ 8,845.00
5151	Fairfield Jnr	286	£ 8,000.00	£ 1,430.00	£ 9,430.00
5152	Fairfield Inf	237	£ 8,000.00	£ 1,185.00	£ 9,185.00
5153	Lunts Heath	287	£ 8,000.00	£ 1,435.00	£ 9,435.00
5154	St John Fisher	211	£ 8,000.00	£ 1,055.00	£ 9,055.00
	Total Primary	9396.8	£ 392,000.00	£ 46,984.00	£ 438,984.00

ALL THROUGH SCHOOL

5303	The Grange	393	£	8,000.00	£	1,965.00	£	9,965.00
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SPECIAL SCHOOLS

5402	Chesnut Lodge Special	34.82	£	8,000.00	£	174.10	£	8,174.10
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5403	Brookfield	59.2	£	8,000.00	£	296.00	£	8,296.00
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Total Special		94.02	£	16,000.00	£	470.10	£	16,470.10
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TOTAL ALL SCHOOLS		9883.82	£	416,000.00	£	49,419.10	£	465,419.10
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REPORT TO: School Forum

DATE: 18th June 2013

REPORTING OFFICER: Senior Finance Officer

SUBJECT: Department for Education Analysis of
Schools Block funding formulae 2013-14

WARDS: Boroughwide

1.0 PURPOSE OF THE REPORT

To share with School Forum the overview of the formula factor values chosen by local authorities to set their Schools Block funding formula for 2013-14.

2.0 RECOMMENDATION: That

- (1) That the report be noted.**

3.0 SUPPORTING INFORMATION

- 3.1 In January 2013 all local authorities were required to submit to the Education Funding Agency their Schools Block funding formula as agreed with their Schools Forum. This formula was set in accordance with the new school funding regulations that came into effect from 1st April 2013.
- 3.2 The Education Funding Agency has published a report giving an overview of the funding formula submitted by each local authority. It provides charts and brief commentary on the ranges of unit funding amounts they have selected and the proportions of the Schools Block funding attributed under each of the permitted factors.
- 3.3 The report is attached as Appendix A. On each graph the cash value that corresponds to Halton's funding formula is highlighted.
- 3.4 The Education Funding Agency has also published a data file showing each element for each funding factor. This can be used to compare cash values across other local authorities.
- 3.5 On the end page of the report is the link to the area on the Department for Education website where the report and data file are available.

4.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

Document	Place of Inspection	Contact Officer
Schools Block funding formulae 2013-14 Analysis of local authorities' Schools Block funding formulae	Kingsway House	Anne Jones



Department
for Education

Schools Block funding formulae 2013-14

**Analysis of local authorities' Schools
Block funding formulae**

April 2013

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Introduction

In January 2013, local authorities in England submitted to the Education Funding Agency (EFA) their formulae for allocating their Dedicated Schools Grant (DSG) Schools Block funding for 2013-14 to their schools. For 2013-14, schools are funded using a maximum of twelve clearly defined factors. Details of the formula factors that local authorities can use for distributing their Schools Block were described in the document [School funding reform: Arrangements for 2013-14](#), which was published by the Department for Education (DfE) in June 2012.

Alongside this document, the EFA has published a detailed data file showing the 2013-14 funding formula used by each local authority, as at 15 March 2013. Further information can be found in the “Information about the data file” section at the end of this note.

This document provides an overview of the formula factor values chosen by local authorities as at the above date. It provides charts and brief commentary on the ranges of unit funding amounts they have selected, and the proportions of Schools Block funding attributed under each of the permitted factors.

An initial summary of Schools Block formula factors formulae was published by the DfE in the document [Review of 2013–14 School Funding Arrangements](#) in February 2013. That analysis was derived from the *provisional* Schools Block funding formulae submitted by local authorities to the EFA in October 2012. The analysis presented in the current document is based on local authorities’ final funding formulae for 2013-14.

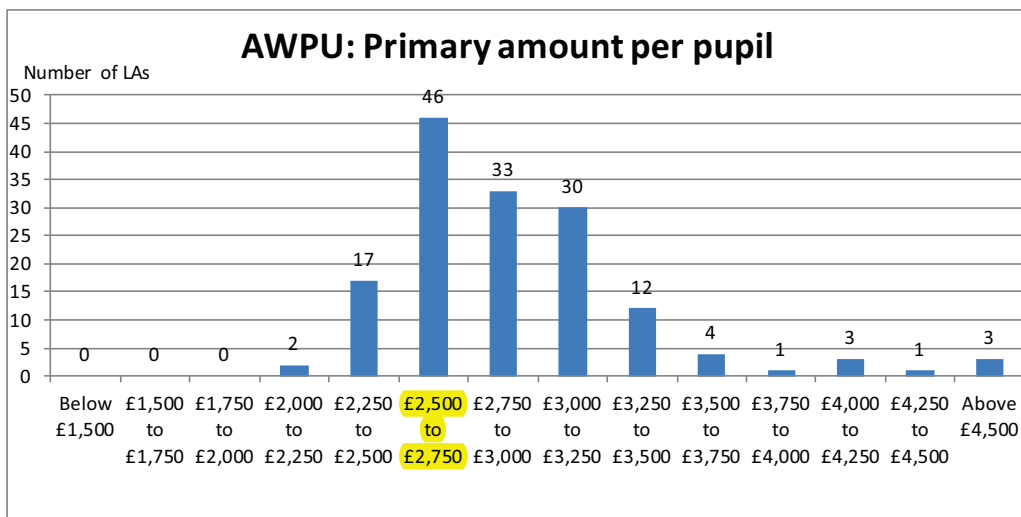
Commentary

This document looks at each of the principal formula factors in turn.

Basic per-pupil entitlement

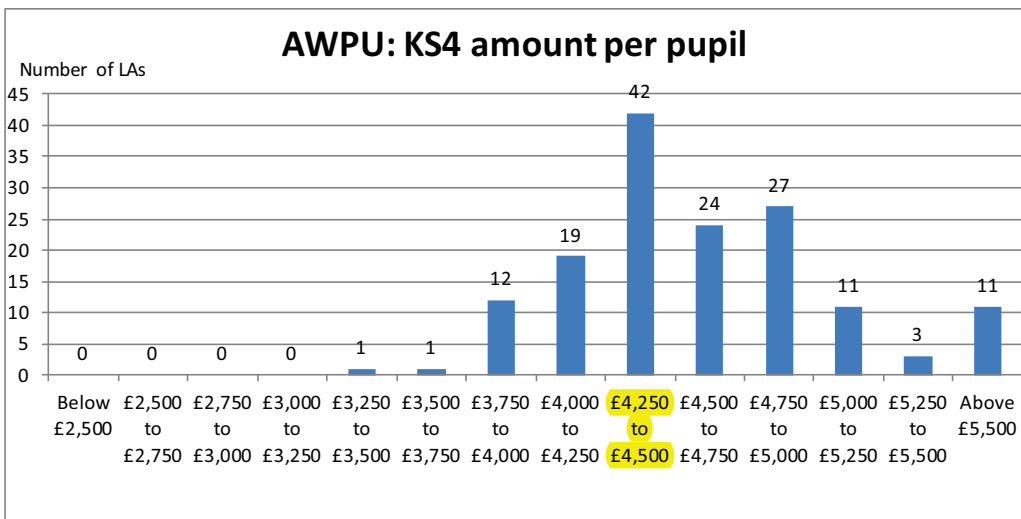
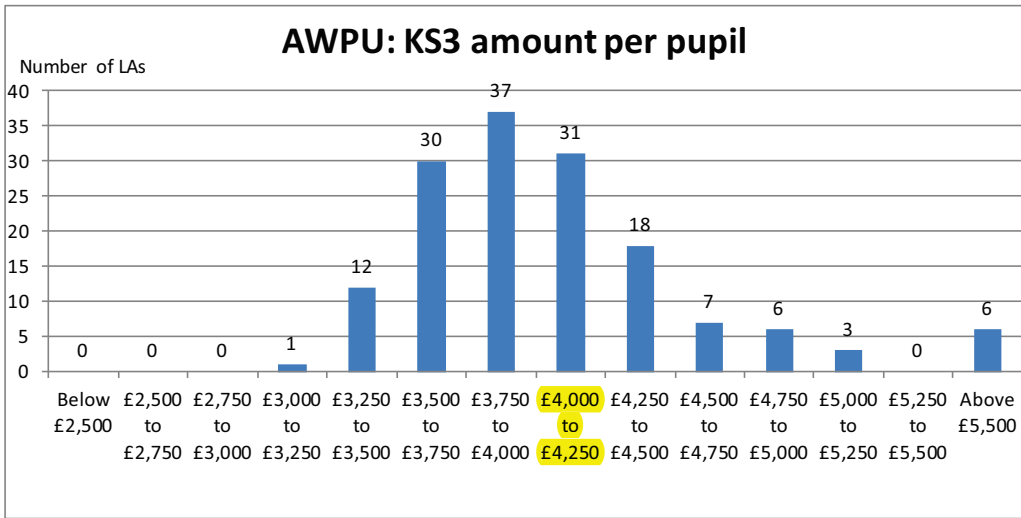
This is a mandatory factor which every local authority must use in their 2013-14 formula. Local authorities were permitted to choose different Age-Weighted Pupil Unit (AWPU) rates for primary pupils, for Key Stage 3 pupils and for Key Stage 4 pupils.

The majority (83 per cent) of primary AWPU's selected by Local Authorities are in the range of £2,250 to £3,250, although there are a few significant outliers of over £4,000. Eleven of the 12 local authorities with highest primary AWPU's are in London¹.

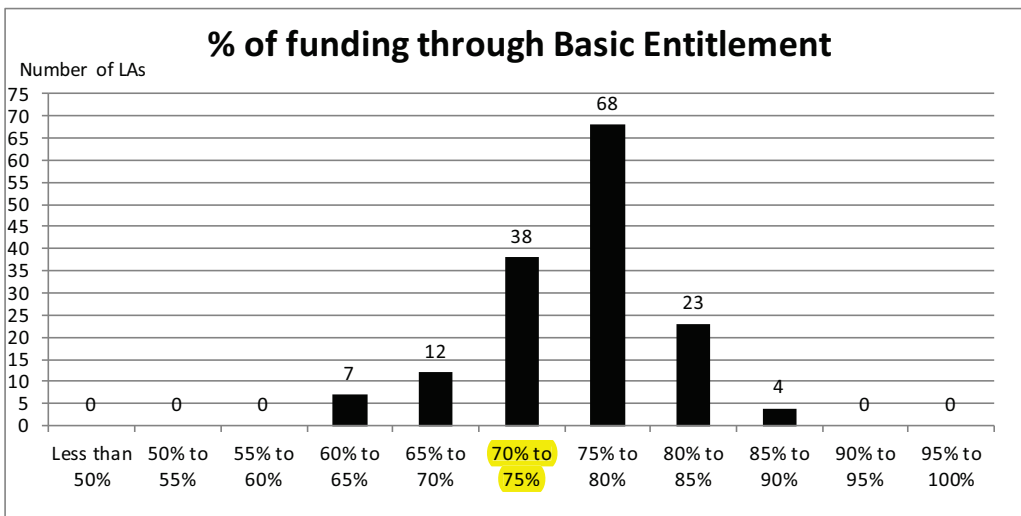


The secondary AWPU's show a similar pattern. For KS3 AWPU's, 76 per cent of local authorities are allocating between £3,500 and £4,500 per pupil, and for KS4, the majority (74 per cent) are allocating between £4,000 and £5,000 per pupil. Again, the few outlier authorities with significantly higher secondary AWPU's are mostly in London.

1. A note on the charts in this document. In the charts showing the ranges of unit funding amounts local authorities have used for a given formula factor, only those which have chosen to use that factor in their formulae are shown. However, in the charts showing the proportions of funding allocated under a factor, all local authorities are displayed, with those not choosing to use the factor (for those which are not mandatory) shown as allocating 0 per cent.



The chart below shows the proportions of Schools Block funding that local authorities are allocating through the Basic Entitlement factor. Overall, the proportion of funding being spent on the AWPU's ranges from 61 per cent to 87 per cent, with close to half of local authorities allocating between 75 per cent and 80 per cent.



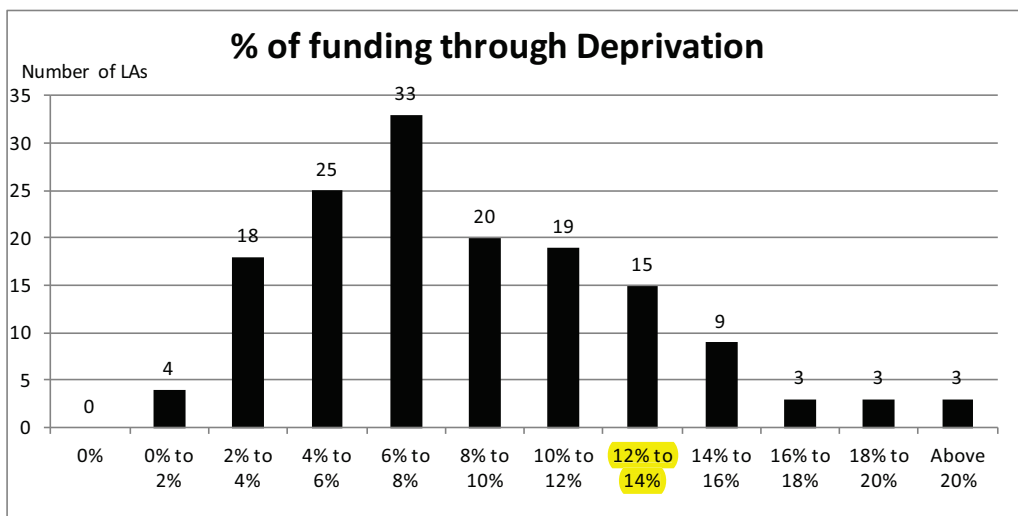
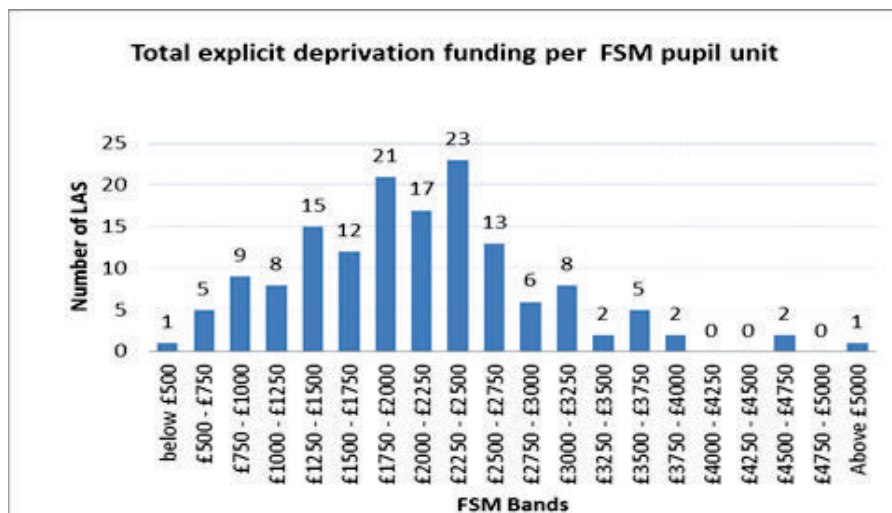
Deprivation

This is another mandatory factor which every local authority must use in their 2013-14 formula. Local authorities can distribute their Deprivation funding using two indicators: children eligible for Free School Meals (FSM; which could be either straight FSM or Ever 6); or Income Deprivation Affecting Children Index (IDACI) data; or both.

Because of the different permutations of deprivation indicator selections available for local authorities use for this factor, it is not immediately straightforward to calculate per-pupil funding amounts on a comparable basis. For the purpose of this analysis, total funding allocated through the Deprivation factors is divided by the number of FSM pupils, to obtain an estimate of the deprivation funding per FSM pupil, as below.

$$\text{Total Deprivation per FSM pupil for each LA} = \left(\frac{\text{Total Deprivation funding in FSM+IDACI}}{\text{Number of FSM pupils}} \right)$$

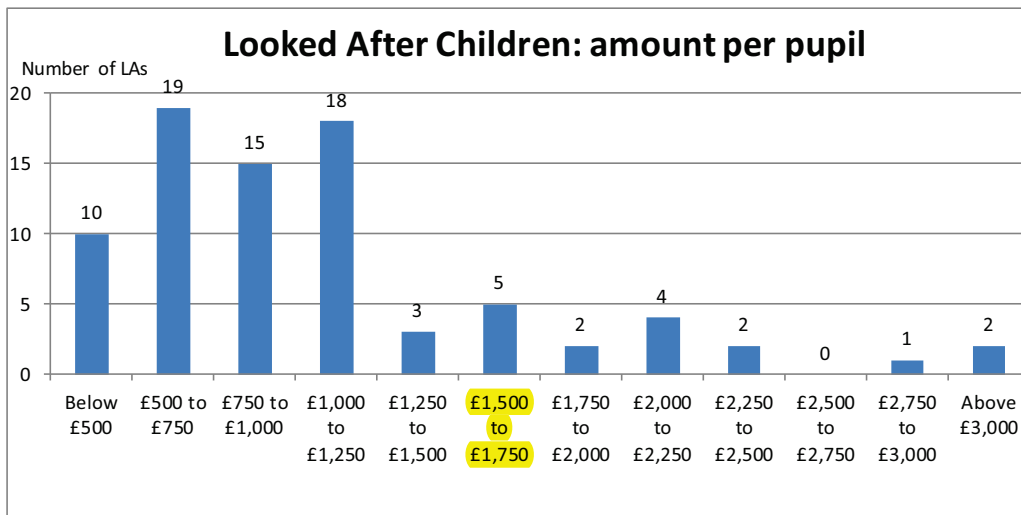
The first chart below indicates that there is some variation between local authorities in the amount of funding allocated per FSM pupil. Two-thirds are allocating between £1,250 and £2,750 per FSM pupil.



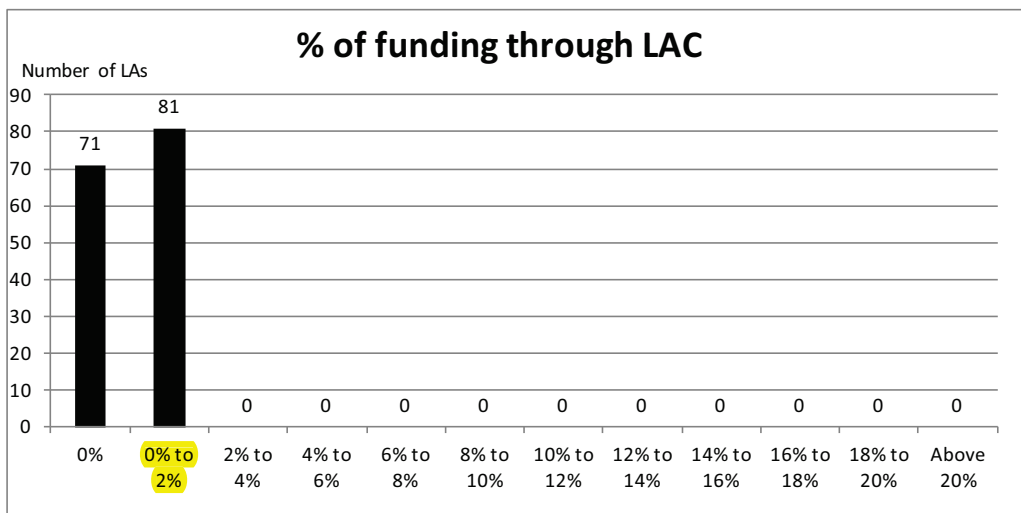
There is also considerable variation in the proportion of Schools Block funding which local authorities are allocating to schools through the deprivation factors, ranging from 1 per cent to 25 per cent, as illustrated by the chart above. None are allocating 0 per cent of funding through deprivation since its use is mandatory.

Looked after children

Use of this factor in funding formulae is optional, and 81 local authorities have chosen to use it. Local authorities could use one of three indicators: the number of children looked after for any period of time, for at least 6 months, or for at least 12 months, as at the March 2012 SSDA903 data collection. Most (62 out of 81) of those that are using the factor are allocating below £1,250 per pupil in both their primary and secondary phases.

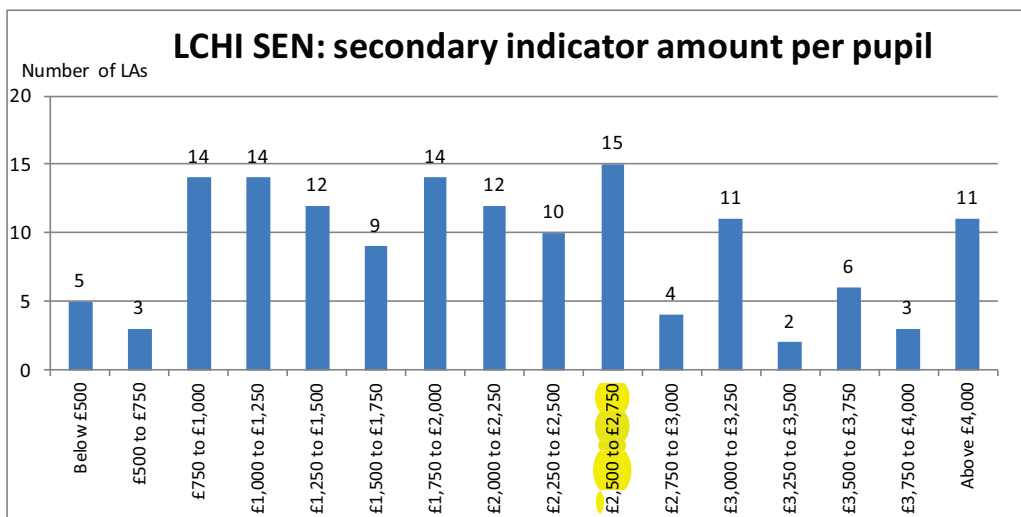
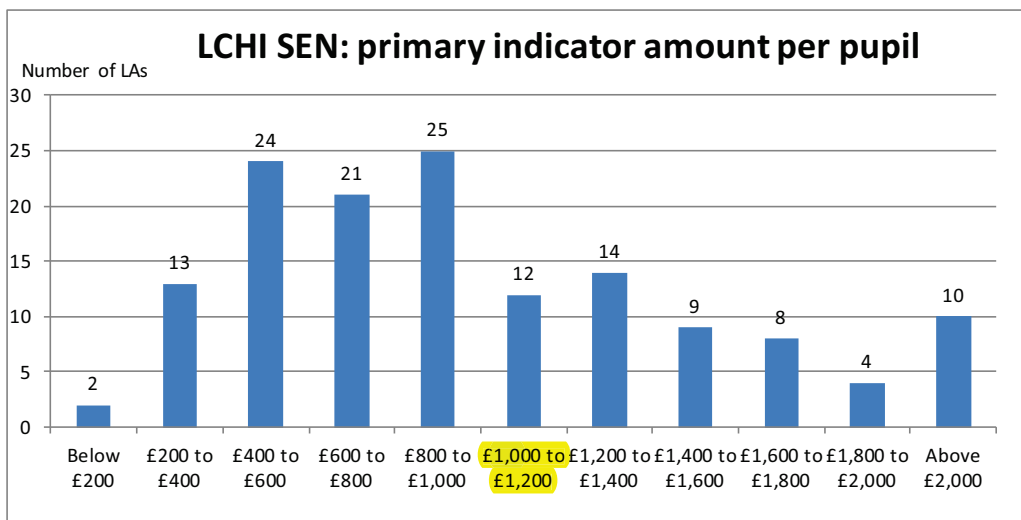


All local authorities using this factor are using it to allocate less than 0.5 per cent of their Schools Block funding.

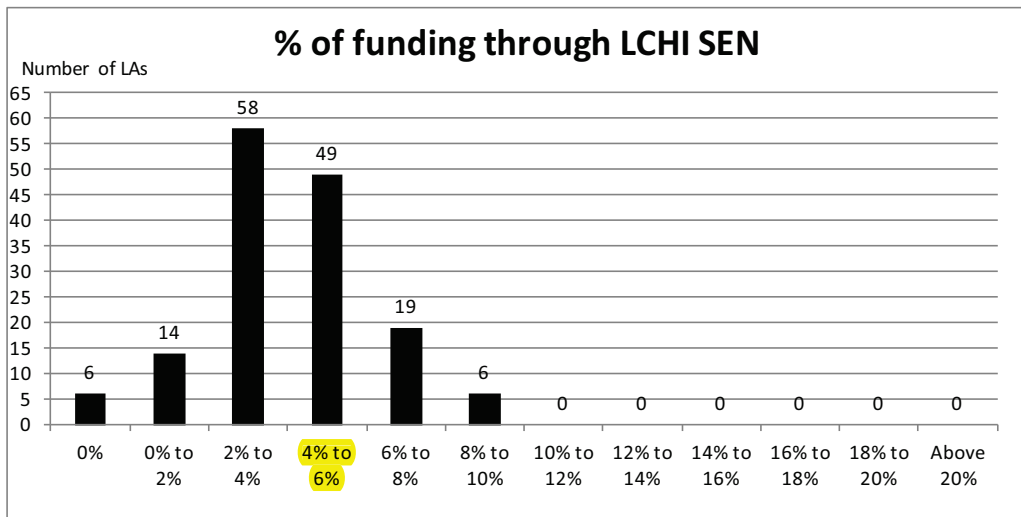


Low cost, high incidence Special Educational Needs

Use of this factor is optional, with 142 local authorities using the indicator for primary pupils and 145 the indicator for secondary pupils; six are not using this factor at all. For primary pupils, local authorities could use one of two indicators: either pupils who do not achieve 78 points or more, or pupils who do not achieve 73 points or more, in the Early Years Foundation Stage Profile. For secondary pupils a single indicator was available: the number of pupils who fail to achieve Level 4 or above in both English and Mathematics at Key Stage 2. There is considerable variation in the per-pupil amounts selected. They range from £115 to £7,211 for the primary indicator and from £160 to £10,688 for the secondary indicator.

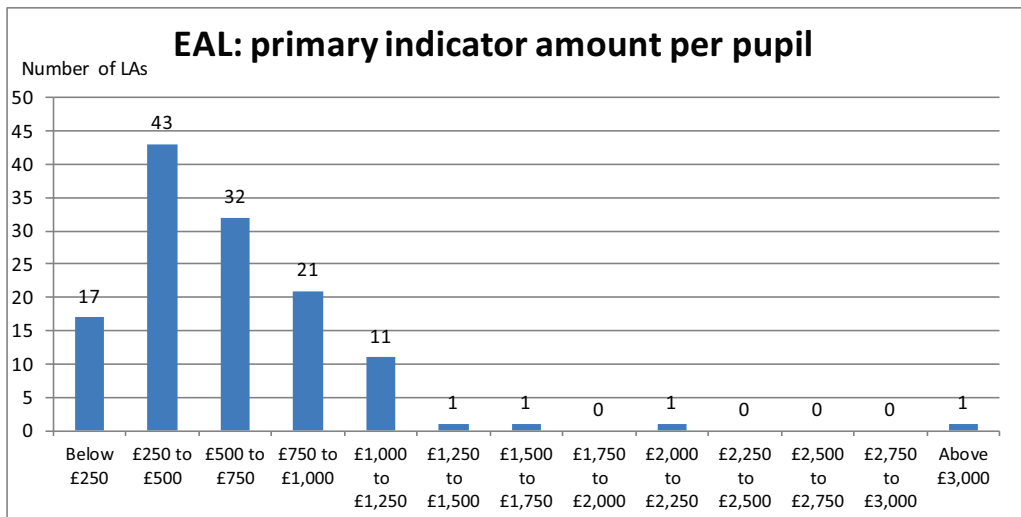


The chart below shows that 70 per cent of the local authorities are allocating between 2 per cent and 6 per cent of their total funding through this factor.

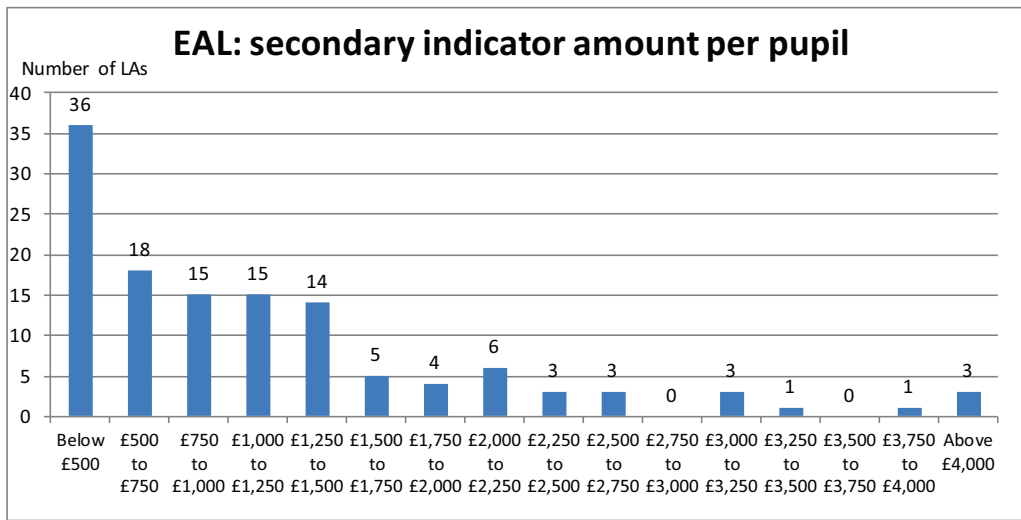


English as an additional language

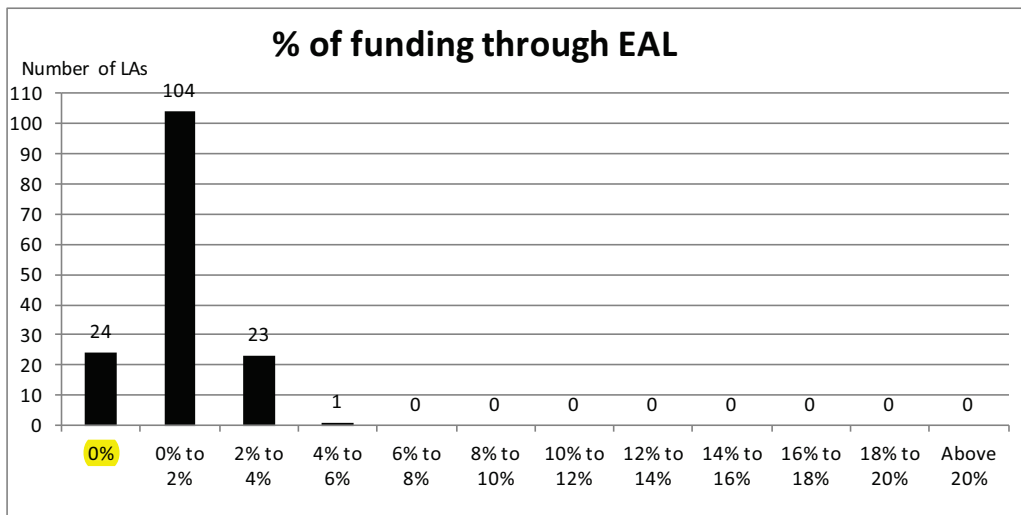
Use of this factor is optional, and 128 local authorities have chosen to use it. Local authorities could choose one of three indicators for this factor: the number of pupils with EAL who entered the compulsory school system in either the last one, two or three years. For the primary indicator, the distribution of per pupil values is relatively narrow with 75 local authorities allocating between £250 and £750 per pupil. There are a small number of outliers allocating considerably more; the highest is £3,000 exactly.



By contrast there is rather greater variation in the per pupil values selected for the secondary indicator; these range from £47 to £4,400.

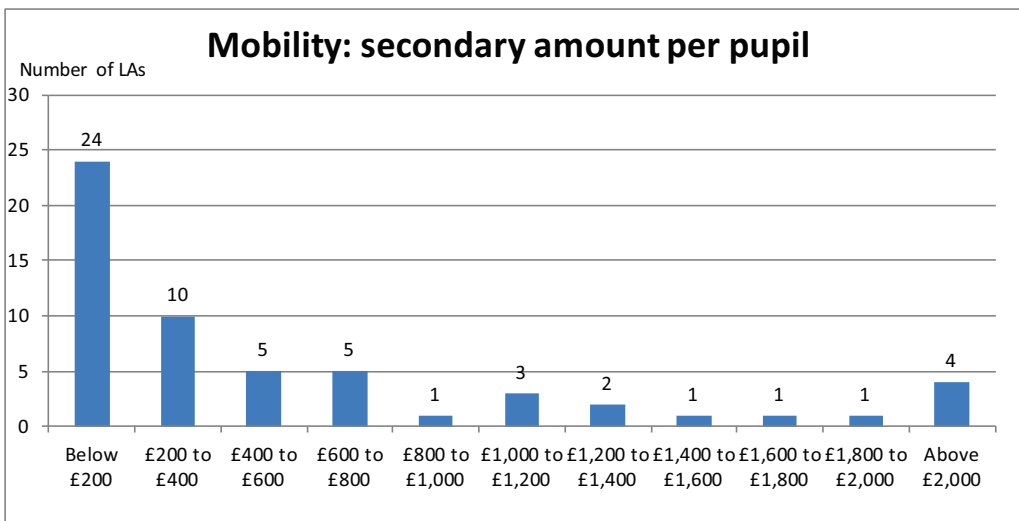
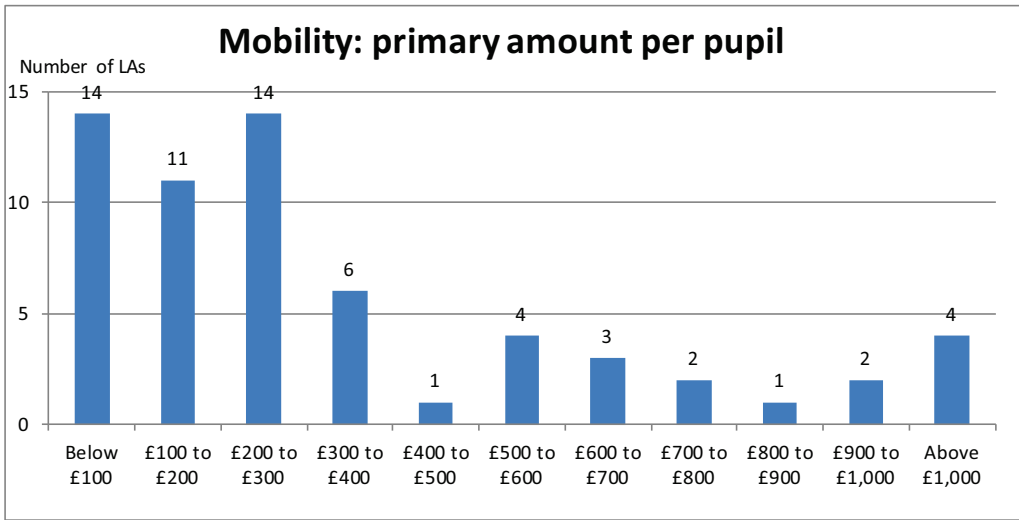


With pupils attracting funding through the English as an additional language factor being smaller in number than attracting funding through many other factors, all local authorities are allocating less than 5 per cent of Schools Block funding through this factor.

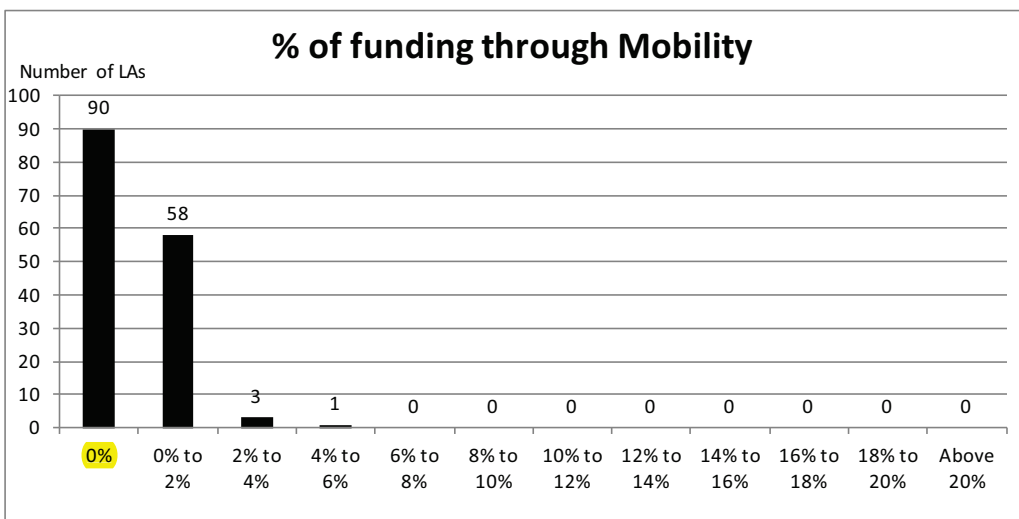


Mobility

Use of this factor is optional, and only 62 of the 152 local authorities have chosen to use it. Primary per pupil amounts range from £10 to £2,000; secondary per pupil amounts range from £10 to £4,900.



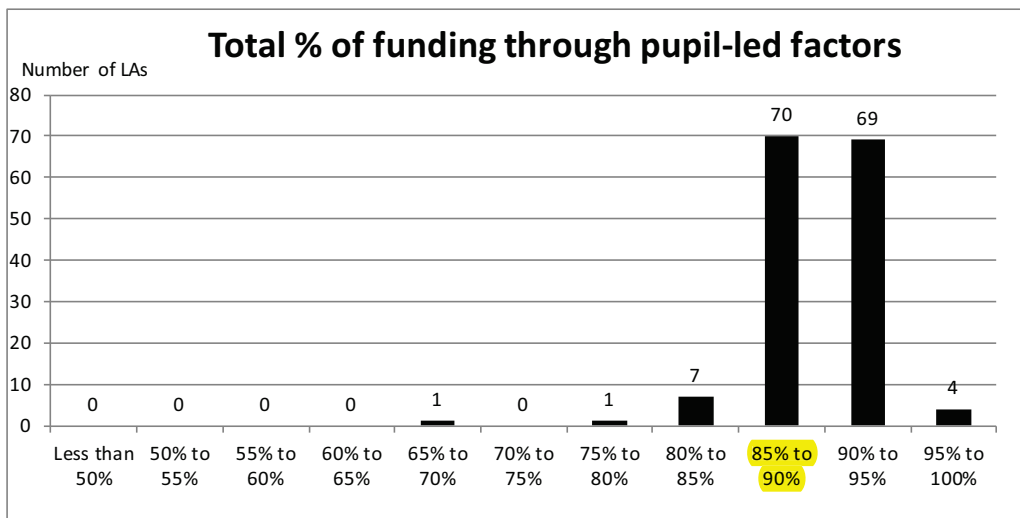
Nearly all local authorities incorporating the mobility factor into their 2013-14 funding formulae are using it to allocate less than 2 per cent of their Schools Block.



Total funding through the pupil-led factors

The factors highlighted above (i.e. Basic per-pupil entitlement, Deprivation, Looked after children, Low cost high incidence SEN, English as an additional language, and Mobility) are pupil-led. Although there is considerable variation across local authorities in the choices of factors used, the per pupil amounts, and the proportions of funding allocated through each one, overall there is strong consistency in the proportions of funding allocated through the pupil-led factors as a whole.

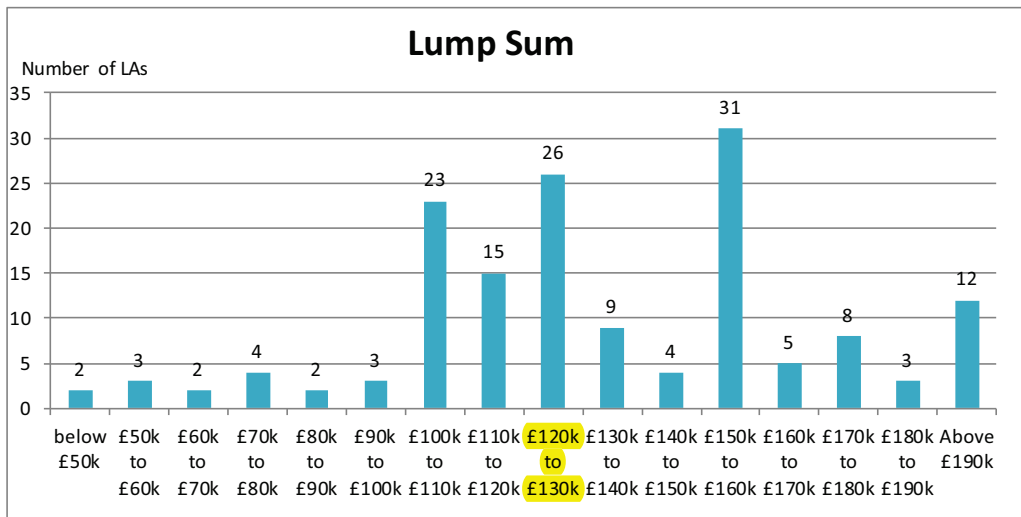
With the exception of the Isles of Scilly, for which all its Schools Block funding is allocated to a single school anyway, all local authorities are allocating at least 77 per cent of funding through a combination of the pupil-led factors. Forty-six per cent are allocating between 85 per cent and 90 per cent of funding in this way, with a further 45 per cent allocating between 90 per cent and 95 per cent.



Lump sum

Local authorities may use this factor to allocate a lump sum of the same amount to all schools, up to a maximum of £200,000; all have chosen to include this factor in their funding formulae. There is substantial variation in the value of the lump sum selected. They range from £42,000, up to the maximum £200,000 chosen by 11 local authorities. The single most common lump sum amount was £150,000, which is used by 27 local authorities.

Note that in the chart below, lump sum choices of exactly a multiple of £10,000 are shown in the category for which that is the bottom of the band: so for example the three Local Authorities with a lump sum of £170,000 are included in the “£170k to £180k” category.



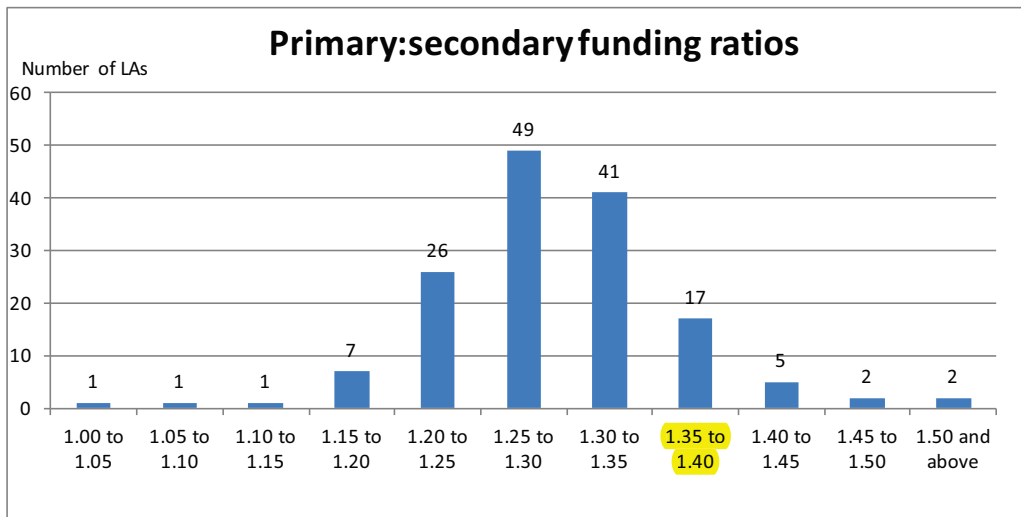
Other formula factors

Information for each local authority on the formula factors not discussed in this note (London fringe, Split sites, Rates, PFI funding, Historic commitments of Dedicated Schools Grant funding for sixth forms, and Exceptional circumstances) can be found in the accompanying data file.

Primary:secondary funding ratios

Local authorities' 2013-14 Schools Block funding formulae have been used to calculate the relative differences in per pupil funding allocated to secondary pupils compared to primary pupils. With the exception of the City of London, which has a single maintained primary school so does not have secondary pupils, the ratios of secondary to primary per pupil funding under 2013-14 formulae are shown on the chart below. A ratio of 1.24, for instance, indicates that secondary-age pupils in a local authority receive, on average, 24 per cent more funding per head than primary-age pupils. The overall ratio nationally across all local authorities is 1.27.

The figures presented have been calculated by the EFA to ensure consistency across all local authorities. Ratios calculated by each local authority themselves are also shown on the data file which accompanies this document; in most cases the two estimates are very similar.



In the information about their 2013-14 Schools Block funding formulae submitted to the EFA, local authorities were required to provide the total amount of funding allocated under each of the factors. For each local authority, the first step in the calculation was to split those amounts into funding for primary pupils and funding for secondary pupils. For the factors with separate primary and secondary indicators (for example, Basic per-pupil entitlement and Deprivation), this split was provided by local authorities in their submitted information. For the other factors (with the exception of historic commitments for sixth form funding, which was excluded), the amount of funding allocated to each school in the local authority area was split between primary and secondary in proportion to the number of pupils in each phase at the school. These amounts were aggregated to estimate for the local authority the total funding for primary pupils and the total funding for secondary pupils. These were then divided, respectively, by the number of primary Schools Block-funded pupils on roll and the number of secondary Schools Block-funded pupils on roll in the local authority. That gave per pupil funding amounts for primary and secondary phases, and the ratio of the two was taken.

This calculation excludes the effects on schools' funding of applying the Minimum Funding Guarantee, and excludes any further capping or scaling factors applied by local authorities to ensure that the total funding allocated through their formulae matches the total DSG Schools Block allocations they have been given. The calculation only covers maintained schools and academies subject to recoupment in 2013-14; for the latter, the calculation is based on the amount of Schools Block funding they would receive in 2013-14 were they a maintained school.

Information about the data file

Alongside this document, the EFA has published a detailed data file in MS Excel format showing the 2013-14 funding formula used by each local authority, as they stood at 15 March 2013. This can also be found in the schools revenue funding pages of the DfE website [here](#).

“LA Proforma” page

The page “*LA Proforma*” allows the full data for a single authority to be displayed on the screen. Click on the yellow cell at near the top of the page, then on the drop-down arrow that appears alongside, to select a new local authority.

“Jan Data FINAL MI” page

The page “*Jan Data FINAL MI*” gives the proforma data values for each authority in a large table. This section provides a description of all the columns displayed. More detailed information about the formula factors that local authorities can use for distributing their Schools Block were described in the document [School funding reform: Arrangements for 2013-14](#).

Reception Uplift

The “*Reception Uplift Applied*” column indicates which local authorities have opted to increase the count of primary pupils to which the Basic Entitlement primary indicator applies, to include pupils with deferred entry into Reception later in the year. The other two columns in this section indicate the number of pupils this applies to and the proportion of Schools Block funding allocated through the Basic Entitlement primary indicator through the inclusion of these pupils.

Basic Entitlement

This section shows the per-pupil funding amounts local authorities have chosen for the primary and secondary indicators in their 2013-14 formulae; the number of pupils in the authority has a whole to which each indicator applies; the total amount of Schools Block funding allocated to schools through each factor; and the proportion of Schools Block funding allocated to schools through each factor.

Deprivation, Looked after children, Low cost high incidence SEN, English as an additional language, Mobility

These sections also show the per-pupil amounts chosen, the number of pupils and the total/proportion of funding allocated to schools through each factor. For the indicators where local authorities had a choice as to which specific measure to use for their formulae, columns indicate the selection. Explanations for the entries in these columns are given below. For each, the entry “Not applicable” means that a local authority has chosen not to use a particular factor or indicator.

Deprivation Primary FSM Factor, Secondary FSM Factor:

- Primary FSM / Secondary FSM: Indicator used is the number of pupils who are on FSM.
- Primary FSM6 / Secondary FSM6: Indicator used is the number of pupils who are FSM Ever 6.

Looked After Children Factor:

- LAC_X_Mar11: Indicator used is the number of children looked after.
- LAC_6_Mar11: Indicator used is the number of children looked after for at least 6 months.
- LAC_12_Mar11: Indicator used is the number of children looked after for at least 12 months.

Low cost high incidence SEN Primary Factor:

- LowAtt_%_PRI_73: Indicator used is the number pupils who do not achieve 73 points or more in the Early Years Foundation Stage Profile.
- LowAtt_%_PRI_78: Indicator used is the number pupils who do not achieve 78 points or more.

English as an Additional Language Primary Factor, Secondary Factor

- EAL_1_PRI / EAL_1_SEC: Indicator used is the number of pupils with EAL who entered the compulsory school system in the last year.
- EAL_2_PRI / EAL_2_SEC: Indicator used is the number of pupils with EAL who entered the compulsory school system in either of the last 2 years.
- EAL_3_PRI / EAL_3_SEC: Indicator used is the number of pupils with EAL who entered the compulsory school system in any of the last 3 years.

Lump sum, (London) fringe payments, Split sites, Rates, PFI funding, Sixth form, Exceptional circumstances

These sections of the data file show the total funding and proportion of funding allocated to schools through each factor.

Totals (including MFG columns)

The “Total Funding Excluding MFG £” column gives the total amount of money allocated to schools in 2013-14 via local authorities’ basic funding formulae.

The Minimum Funding Guarantee (MFG) protects the per-pupil funding of schools from one year to the next and for 2013-14 has been set at -1.5 per cent. The column "*Total Additional funding provided via MFG calculations £*" is the total funding local authorities are allocating to their schools, over and above the amounts derived through their basic formulae, to ensure this condition is met.

In addition, local authorities are allowed to set capping and / or scaling factors to ensure that the amount of funding allocated through their formula (and including any additional funding to ensure the MFG is met) fits within the total DSG Schools Block available to them.

Any change in the per-pupil funding amount in 2013-14 compared to 2012-13 for an individual school can be capped at a level an amount specified by the local authority: these caps are given in the column "*MFG Capping Factor*". Any school which sees its per-pupil funding increase by more than the level of the cap will see any additional increase scaled back, to some extent (see next paragraph). For example, in this column a 0 per cent cap means that *any* increase in per-pupil funding means the LA will start scaling back the size of the increase. A 2 per cent cap means that any rise in per-pupil funding of more than 2 per cent will be scaled back.

The column "*MFG Scale Factor*" shows the amounts by which schools' increases in per-pupil funding *over* the level of the cap will be reduced. So, for example, a 100 per cent scaling factor means that ALL increases in per-pupil funding above the level of the cap will be removed – in other words the cap is a strict limit on the increase in per-pupil funding in 2013-14 compared to 2012-13 the local authority will allow. Similarly, a 50 per cent scaling factor means that schools will lose half of any per-pupil funding increase above the level of the cap. 0 per cent scaling means that there is no scaling back of increases: this means that, irrespective of the capping factor specified in the previous column, an LA is effectively applying no cap on increases in per-pupil funding.

The "*Total deduction*" column shows the total amounts that have been taken off school budgets compared to the funding levels produced from the basic formula, due to the application of the capping and scaling factors. Clearly, any school requiring additional funding in addition to that specified by a local authority's basic formula in order to meet the MFG will not be subject to capping and scaling reductions. Any entry of zero in this column means that capping and scaling has not led to any deductions in funding compared to the basic formula for any schools in the local authority area.

The "*Total Funding*" column then shows the total Schools Block funding allocated to schools in each local authority, after additions for MFG funding and deductions from capping and scaling.

In addition to these total funding amounts, Local authorities can also initially hold centrally some of their Schools Block to fund anticipated increases in pupil numbers during the 2013-14 financial year period. These figures are given in the "*Retained For*

Growth” column. The total of the Total Funding and Retained For Growth columns will not exactly match the total DSG Schools Block funding for 2013-14 that has been allocated to each local authority. This is for a number of reasons. The funding formulae specify the funding allocated to individual schools so exclude central schools block budgets. The DSG funding blocks are notional and local authorities can move funding between blocks. Also the funding formulae will reflect any brought forward over- and under-spends, and authorities supplementing DSG from other funding sources.

For the other columns in this section:

- Total Through Basic: the proportion of Schools Block funding being allocated through the Basic Entitlement formula factors in each local authority as a whole.
- Pupil-Led Funding: the proportion of Schools Block funding being allocated through the pupil-led factors (Basic Entitlement, Deprivation, Looked after children, Low cost high incidence SEN, English as an additional language, Mobility).



Department
for Education

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Reference: DFE-00039-2013

REPORT TO: School Forum

DATE: 18th June 2013

REPORTING OFFICER: Senior Finance Officer

SUBJECT: Revisions to the Scheme For Financing Schools

WARDS: Boroughwide

1.0 PURPOSE OF THE REPORT

1.1 To inform School Forum of the changes to the Department for Education guidance on local authority schemes for financing schools, effective from 1st April 2013.

2.0 RECOMMENDATION: That

- (1) That the report be noted.**
- (2) A working group of nursery, primary, secondary and special school representatives is set up to review the scheme.**

3.0 SUPPORTING INFORMATION

- 3.1 In March 2013 the Department for Education issued new guidance to Local Authorities to be taken into account when revising their schemes in consultation with their School Forums.
- 3.2 The updated, detailed guidance can be found on the DfE website at: [Finance Regulations and legal framework – The Department for Education](#)
- 3.3 With the new funding arrangements from 1st April 2013 it is timely to undertake a comprehensive review Halton's Scheme for Financing Schools.
- 3.4 We would recommend a working group is set up to include representatives from nursery, primary, secondary and special schools plus others such as Schools Support and Internal Audit. For specific sections – e.g. procurement, we would look to getting a representative from the Procurement Team.
- 3.5 The Financial Management Division will take the lead on the review.

4.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

Document	Place of Inspection	Contact Officer
Schemes For Financing Schools: Section 48 of the School Standards and Framework Act 1998, and Schedule 14 to the Act	Kingsway House	Anne Jones

REPORT TO: Schools Forum

DATE: 18 June 2013

SUBJECT: Priority School Building Programme

1.0 PURPOSE OF THE REPORT

- 1.1 This report provides a progress report for the Priority School Building Programme.

2.0 RECOMMENDATION:

- 2.1 To note the current position of the Priority School Building Programme in respect of Halebank CE Voluntary Controlled Primary School and the progression of the scheme as part of the Programme.
- 2.2 The Strategic Director (Children and Enterprise) in consultation with the appropriate portfolio holder to enter into the Memorandum of Understanding agreement, all documentation is to be to the satisfaction of the Operational Director (Legal Services).
- 2.3 The Strategic Director (Children and Enterprise) in consultation with the appropriate portfolio holder to finalise the Landowner Agreement, all documentation to be to the satisfaction of the Operational Director (Legal Services).

3.0 SUPPORTING INFORMATION

- 3.1 In July 2011 the Department for Education (DfE) announced it was commencing the Priority School Building Programme - a privately financed programme to address those schools in the worst building condition.
- 3.2 To be considered for inclusion in the programme local authorities and maintained schools must accept being part of a long term (approximately twenty seven years) private finance arrangement where the building maintenance (apart from catering and security) will be provided by a third party. The contract will be procured by a central body (The Education Funding Agency) and for procurement purposes each school will be batched together with a number of other schools in the same geographic area. The procurement will be based on standard designs and schools will be required to make a contribution to the annual revenue payments of the private finance contract.
- 3.3 In May 2012 the DfE announced the names of schools to be taken forward in the Programme. Halebank CE Voluntary Controlled Primary School was included in the list and has since been included in a North West group of nine local authorities (Manchester, Wigan, Cheshire West and Chester for example) covering fourteen schools which will be taken forward as a single development package.

- 3.4 A report to Executive Board (13 December 2012) outlined the Priority School Building Programme and it agreed to the sharing of asset management data with the DfE in order to determine if there is a deliverable and affordable solution to rebuilding the Halebank CE Voluntary Controlled Primary School on the existing site.

Memorandum of Understanding.

- 3.5 The timescales for the Priority School Building Programme require the DfE to submit an Outline Business Case to the Treasury over the summer. Each local authority is required to enter into a Memorandum of Understanding, prior to the submission of the Outline Business Case, which authorises the Secretary of State to manage the school's progression through the procurement of the project.

The Memorandum of Understanding aims to establish the parties' respective obligations and commitments to each other during the procurement phase and during the term of the Project Agreement. The Project Agreement will form the contract to build and maintain the new school. The Council, the Diocese of Liverpool and the School are required to sign the Memorandum of Understanding.

Landowner Agreement.

- 3.6 The Council as land owner of the playing field site will need to grant rights of access to the Secretary of State and the appointed contractor for the period of the Project Agreement to construct the new school on land in the ownership of the Council. The form of the agreement has not yet been finalised by the Secretary of State. The Council and the Diocese will need to enter into the Landowner Agreement.
- 3.7 Following the submission of the Outline Business Case the DfE will then enter into a procurement period later this year when developers will be invited to bid for the north-west package of fourteen schools. The Secretary of State will select a preferred bidder to deliver all fourteen schools. It is anticipated that construction of the first school from the north-west package will commence on site early 2015.

Land Swap

- 3.8 The playing field at Halebank CE Voluntary Controlled Primary School is owned by Halton Borough Council and the land of the school building is owned by the Diocese of Liverpool. Early indications from the DfE are that a new school can be built on the current site of the school playing fields and the existing school building would be demolished and the land re-designated as playing field. The land comprising the new playing fields will be transferred to the ownership of the Council and the site of the new building will be transferred to the Diocese. In order to facilitate this exchange of land a "land swap" will be required on completion of the new build. Approval is

required for Halton to enter into negotiations for and agree the “land swap” with the Diocese. There is no financial consideration for this transaction.

- 3.9 The School and the Diocese of Liverpool are fully supportive of the proposal to re-build the school as the new build will address a number of suitability and modernisation issues with the existing school accommodation that the Authority does not have the funding to address.
- 3.10 The school will be required to make a contribution to the annual revenue payments of the private finance contract during the operational phase of the project for the provision of hard facilities management. The DfE has indicated this will be in the region of £12,000 per annum – the exact figure will be determined following the appointment of the preferred bidder for the project.
- 3.11 A voluntary pre-school group operates from one of the mobile classrooms currently on the site providing free early years entitlement for 2, 3 and 4 year olds. The demand for free entitlement places for 2 year olds will increase from the current level of 160 to over 800 in September 2014 as part of the DfE’s programme for 2 year olds from low income families. The local authority has a statutory duty to provide these places.

The setting is an important part of Halton’s early years provision and there is no other alternative provision in the Halebank community. Discussions have been held with the DfE on the need to retain the pre-school on the school site as part of the development. The current “control option” for the development is to retain the pre-school in it’s existing location in the double mobile classroom. There will be financial implications for the LA associated with this control option as it will be necessary to retain gas, electric and water services to the mobile which otherwise would be disconnected when the existing school is demolished.

4.0 POLICY IMPLICATIONS

- 4.1 The Priority School Building Programme will allow the Council to continue to meet its requirement to enhance the learning environment through capital projects.

5.0 OTHER IMPLICATIONS

- 5.1 The Priority School Building Programme will contribute to Halton’s Carbon Management Programme by producing more energy efficient buildings.

6.0 IMPLICATIONS FOR THE COUNCIL’S PRIORITIES

- 6.1 Children and Young People in Halton. The Priority School Building Programme will address condition and suitability issues within school buildings and will improve the learning environment for children and young people.

7.0 RISK ANALYSIS

- 7.1 a) The contract for the provision of hard facilities management in the new school is to be signed by the Secretary of State and not the local authority. If there is a case of school pupil numbers falling and the school being unable to meet their annual contribution to revenue payments there would be no risk to the local authority.
- b) Options to ensure the retention of the pre-school setting on the site have been considered and the current control option is to retain the pre-school in the existing double mobile classroom.
- c) If funding for the Programme is withdrawn the project to provide the new school building will not proceed as the Council does not have other capital resources to fund.

8.0 EQUALITY AND DIVERSITY ISSUES

- 8.1 Consideration to access issues is given in all building projects.

9.0 REASON FOR DECISION

- 9.1 To enable the re-build of the school to progress as part of the DfE's Priority School Building Programme.

10.0 ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- 10.1 The Authority does not have other capital funding to enable the re-build of the school.

11.0 IMPLEMENTATION DATE

- 11.1 It is estimated building works are likely to commence in 2015.

12.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

Document	Place of Inspection	Contact Officer
Priority School Building Programme Announcements – DfE 19/07/2011 & 24/05/2012	Children & Enterprise	Phil Dove

REPORT TO: School Forum

DATE: 18th June 2013

SUBJECT: Basic Needs Capital Funding

1.0 PURPOSE OF THE REPORT

1.1 This report outlines the methodology used to prioritise the schools for Basic Need funding for 2013/14 & 2014/15. It seeks agreement by School Forum to the prioritisation process for the allocation of Basic Need Capital for 2013/14 & 2014/15.

2.0 RECOMMENDATION:

2.1 To agree the prioritisation process outlined within the report;

3.0 SUPPORTING INFORMATION

3.1 Basic Need funding is allocated to local authorities in recognition of the significant pressures local authorities are facing to provide additional school places. In March 2013 the Department for Education announced the two year Basic Need funding for Halton 2013/15 would be £1,203,445.

4.0 Identification of Basic Need Issues

4.1 The model Halton used to allocate the 2011/12 and 2012/13 Basic Need funding, has been applied again for 2013/14 & 2014/15. This model has been developed in order to objectively prioritise schools identifying those with the strongest case for Basic Need support. The four key elements of this model are detailed below:

- The total net capacity for each school has been considered in relation to the current total pupil numbers for each school;
- The future capacity has been projected to identify the number of places likely to be required for each school; and
- Popular schools indicated by parental preference during the admissions process.
- Priority has been given to schools with temporary mobile classrooms – the highest score has been given to schools with long term use of temporary classrooms.

4.2 The list below shows the schools with the highest priority sorted into geographical area (See Appendix 1 for geographical areas).

St John Fisher Catholic Primary School	Widnes East
Ashley School	Widnes West

Beechwood Primary School	Runcorn East
St Clement's Catholic Primary School	Runcorn West
Castle View Primary School	Runcorn West

4.3 **Widnes East**

In Widnes East, one school appears in the priority list, this school is:

- St John Fisher Catholic Primary School

4.3.1 St John Fisher Catholic Primary School

This school is currently operating over capacity, and the lower 3 year groups are operating over the Planned Admission Number (PAN).

4.3.2 Recommendation for Widnes East

The data indicates that there is not a Basic Need issue in Widnes East. St Bede's Infant and Junior schools have been expanded for 2013 as has Lunts Heath Primary School, it is envisaged that the Basic Need issue in this area of Halton will be alleviated from Sept 2013.

Although the voluntary aided schools are close to capacity there is still surplus capacity overall.

4.4 **Widnes West**

In Widnes West, one school appears in the priority list, this school is:

- Ashley School

4.4.1 Ashley School

From September 2013 Ashley school will be re-designated as a school for pupils with complex social communication needs and autism, with an intake for 11-16 year olds of 70, and new post 16 provision of 42. As the capacity of the building is 120 pupils there is no need to increase the size of the building other than to provide the specialist facilities for post sixteen. Currently building work to provide the post 16 facilities is at design stage with a start on site anticipated in the autumn. Monitoring of pupil numbers will continue as the re-designated school becomes established. £500,000 Basic Need capital funding has already been allocated to this project (as approved by Executive Board 18 October 2012 and 28th March 2013) from the 12/13 allocation.

4.4.2 Recommendations for Widnes West

That with the exception of Ashley School, which has a programme of works on going, the data indicates that there is not a Basic Need issue in Widnes West and therefore no further school require expansion.

4.5 **Runcorn East**

In Runcorn East, one school appears in the priority list, this is:

- Beechwood Primary School

4.5.1 Beechwood Primary School

The school is currently operating above capacity overall with four year groups oversubscribed.

The accommodation was rationalised in 2000 to reduce the admission number from 30 to 15, as the school was suffering from surplus capacity. A successful pre-school now accommodates part of the school which was declared surplus and a link club accommodates a double mobile classroom that was previously used. A single mobile classroom, previously declared surplus, was brought back into use for a temporary period whilst the school was over capacity to help address the shortage of classroom space. It is a priority for Halton to replace unsuitable temporary mobile classrooms so that pupils and staff are not disadvantaged by being separate from the main school and having inadequate learning environments which suffer from extreme weather conditions.

The school has expressed an interest in increasing their Planned Admission Number from 15 to 20 pupils and overall capacity from 105 pupils to 140 pupils due to the level of parental preference.

4.5.2 Recommendation for Runcorn East

It is recommended that £100,000 is allocated for the expansion of Beechwood Primary School. A feasibility study will be required to investigate the building options available to accommodate an increased Planned Admission Number from 15 to 20.

4.6 **Runcorn West**

In Runcorn West, two schools appeared in the priority list, they are:

- St Clement's Catholic Primary School
- Castleview School

4.6.1 St. Clement's Catholic Primary School

This school is operating at capacity for 5 year groups, but is not above capacity overall. There are also available places in surrounding Catholic Schools.

4.6.2 Castleview Primary School

This school is operating at capacity for 5 year groups, but is not above capacity overall.

4.6.3 Recommendation for Runcorn West

Basic Need 11/12 capital funding is currently being used to expand Weston Primary School to address pupil place issues in this area, once complete the Basic Need pressure should be alleviated.

4.7 **Birth Data analysis**

4.7.1 Birth data for Runcorn and Widnes has also been analysed for 2014 and 2015 and compared against the Pupil Number Capacity. The table below shows that the forecast data indicates that there is sufficient capacity for pupils entering the schools in Runcorn and Widnes at Reception age.

Area	Capacity	Birth Data 2014	Birth Data 2015
Runcorn	864	779	691
Widnes	761	706	625
Total	1625	1485	1316

4.8 This is further evidence that Halton will not have a Basic Need issue going forward for the next 2 years.

4.9 The school admissions team have been fully consulted during this process and agree with the findings.

REPORT TO: School Forum

DATE: 18 June 2013

REPORTING OFFICER: Operational Director – Children’s Organisation and Provision

SUBJECT: Pupil Growth Fund

1.0 PURPOSE OF REPORT

1.1 This report provides a summary of the pupil growth agreed to date, identifies further schools for consideration and seeks permission to review and revise the arrangements for pupil growth from 2014/2015.

2.0 RECOMMENDED: That

2.1 Note the pupil growth agreed to date;

2.2 Consider the further requests for growth funding; and

2.3 Agree to a review of pupil growth criteria and request a further report on this review at the October meeting.

3.0 BACKGROUND

3.1 The School Forum meeting on 29th January 2013 considered a report on the criteria for the application of the pupil growth monies for 2013/2014. It was agreed that contingency funding be centrally held for the purpose of meeting pupil growth.

3.2 For 2013/2014 it was agreed that consideration would be given to the level of carryforward balance of any school that met the criteria for growth funding. As the final carryforward figures for schools were not available in March this report was rescheduled to the June meeting. However, as a number of schools contacted the authority to advise that they required a decision prior to 31st May in order to confirm their staffing arrangements for September 2013, permission was sought from the Vice Chair to consult all members by e-mail on the first set of schools which met the criteria and had already identified their balance commitments. Details are attached on Appendix A.

3.3 The responses received are attached at Appendix B. As the majority of the Forum supported Options A, B, C and D, each school has been notified of their approved allocation. In addition, funding of £18,594 ghost funding was agreed for Pewithall following confirmation of the level of commitments for their 2012/2013 balance.

3.4 In addition, there are a further 13 eligible schools. Appendix D provides a summary of the responses received to date. It is recommended that approval

is given to funding the growth funding at the first nine schools who have identified the commitments for their 2012/2013 balances. Contact will be made with the remaining schools week commencing 3rd June 2013.

- 3.5 It has proved difficult to administer in a consistent, objective and timely manner the revised agreed growth criteria, it is therefore proposed that a small working group be established to review the 2013/2014 procedure and suggest a more appropriate basis for allocation in 2014/2015.

4 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

Document	Place of Inspection	Contact Officer
School Forum – Pupil Growth Fund – 29 th January 2013	Kingsway House http://moderngov.halton.gov.uk/ieListMeetings.aspx?CIId=589&Year=0	Anne Jones – Senior Finance Officer – Kingsway House, Widnes

Growth Funding						
2013/2014						
Infant Class Size Funding						
Automatic Entitlement		Committed Balance		Growth Funding		Comment
School	Funding	School	Funding	School	Funding	
Ditton Primary	28,578	All Saints	10,992	Ditton	16,030	
Farnworth	10,992	Castleview	28,578	Lunts Heath	22,441	See additional request for £26,628
Moore	31,876	Daresbury	16,488	Moorfield	9618	
Oakfield	31,876	Halebank	12,824	Palace Fields	10,900	
Spinney Avenue	31,876	Lunts Heath	17,587			
St Augustine's	23,083	Moorfield	3,297			
St Berteline's	23,083	Murdishaw West	4,397			
The Brow	12,091	St Basil's	15,388			
		St Edward's	18,686			
The Park	19,785	St Bede's	10,992			
Westbank	21,983	St John Fisher	16,488			
Westfield	27,479	The Grange	19,968			
		The Holy Spirit	12,091			
		Victoria Road	6,595			
		Weston	15,388			
Total	262,702	Total	209,759	Total	58,989	

Total Requests 558,078
Growth Budget £380,000
Central Contingency £2,062,129

Revised Balance £1,884,051

Appendix A

School Forum
Application for Group Funding

Representative	A	B	C	D
Ellen Cargill	Yes	Yes	Yes	No
Jackie Coughlan	Yes	Yes	Yes	No
Clare Dawes	NA	Yes	Yes	Yes
Paul Towey (vacancy)	-	-	-	-
Syd Boxton	Yes	Yes	Yes	Yes
Lesley Feakes	Yes	Yes	Yes	Yes
David Stanley	Yes	Yes	Yes	Yes
Andrew Keeley	Yes	Yes	Yes	Yes
Carole Owen	Yes	Yes	Yes	No
Marjorie Constantine	Yes	Yes	Yes	Yes
Linda Bowles	Yes	Yes	Yes	Yes
Joanne Galloway	Yes	Yes	Yes	Yes
John Rigby	Yes	Yes	Yes	No
Jamie Jardine	Yes	Yes	Yes	Yes
Dianne Moran	NA	Yes	NA	Yes

**Growth Funding - Additional Requests
2013/14**

Appendix C

School	Funding	Reason for Request
Astmoor Primary	10,534	£45k of carry forward to be used to cover staffing costs
Fairfield Infant	3,298	All of carry forward to be used to cover the budget due to amalgamation with Fairfield Juniors
Hale CE Primary	1,099	Full carry forward to be used on SEN provision and premises expenditure
Halton Lodge Primary	2,198	£41k of carry forward to be used to fund building and decoration works
St Gerard's RC Primary	19,235	Shortfall in budget of £44k, and £60k of carry forward to be used for staffing and building costs
St Mary's CE Primary	16,488	Shortfall in budget of £33,338 and £15,360 of carry forward to be used for staffing costs
St Michael's Catholic Primary	4,397	Projects previously held back relating to 13/14 due to appt of new HT will need to be paid for using all of carry forward
Woodside Primary	10,992	Shortfall in budget of £53k, £6k of carry forward to be spent on ICT and £1.5k on a new dishwasher
Our Lady of Perpetual Succour	1,099	Shortfall in budget of £55,673 and £20k of carry forward to be spent on toilets
Total	69,340	
Still outstanding information: (deadline given was 24.05.13)		
Brookvale Primary	13,190	
Gorsewood Primary	2,198	
Hillview Primary	6,595	
Weston Point Primary	4,397	
Total	26,380	