



Schools Forum

Wednesday, 21 June 2017 3.39 p.m.
The Board Room - Municipal Building,
Widnes

A handwritten signature in black ink, appearing to read 'David W R', written over a faint, illegible 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 Wednesday, 11 October 2017*

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

Part I

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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 Wednesday, 22 March 2017 at Civic Suite, Town Hall, Runcorn

Present: M. Constantine , Special Schools Representative
 Councillor T. McInerney, Observer
 A. Jones, Financial Management, HBC
 A. Jones, Democratic Services, HBC
 N. Unsworth, Financial Management, HBC
 M. Vasic, People Directorate, HBC
 K. Albiston, PVI Representative
 J. O'Connor, PVI Representative
 J. Coughlan, Primary Representative - Infant School
 L. Feakes, Primary School with Nursery Unit Representative
 S. Broxton, Primary Governor Representative
 R. Collings, Community Primary Representative
 N. Hunt, Pupil Referral Unit Representative
 K. Landrum, Primary Representative - VA School (In the Chair)
 J. Vincent, All Through Schools Representative
 K. Lawton, Primary Academy Representative
 L. Weedall, Nursery Schools Representative (Sub)
 S. Ainsworth, Special Schools Representative (Sub)

Action

Due to the absence of the Chair and the existing vacancy for a Vice Chair, a temporary Chair was elected for this meeting. It was agreed that Karl Landrum would take the Chair for this meeting of the Forum.

SCF31 APOLOGIES FOR ABSENCE

Apologies had been received from John Rigby. The Chair introduced Halton Council's Strategic Director, People, to the Forum who was in attendance for the first time.

SCF32 MINUTES

The minutes of the meeting held on 23 January 2017 were agreed as a correct record.

SCF33 VICE CHAIR APPOINTMENT

Forum Members were advised of the need to appoint a new Vice Chair to the Forum as discussed in the report.

It was agreed that Karl Landrum would assume the role of Vice Chair with immediate effect, until his current term of membership expires.

RESOLVED: That Karl Landrum would assume the role of Vice Chair to Halton's Schools Forum with immediate effect.

SCF34 HIGH NEEDS FUNDING 2017-18

The Forum was presented with a report advising of the High Needs Top Up Funding Rates for 2017-18.

It was reported that the High Needs Block was under increasing pressure, especially the top-up funding costs. It was estimated that in 2016-17 approximately £289,000 more would be spent on High Needs provision than was received as the High Needs Grant.

Attached to the report were Appendices A, B and C which presented the top up vales for special schools; resource bases and the PRU respectively. With regards to enhanced provision funding, schools were required to fund the first £6,000 of support for each pupil with SEN. It was only if a pupil required support in excess of this £6,000 of Notional SEN that a request for top-up funding would be considered.

It was noted that as in previous years the Financial Management Team would circulate details to Headteachers of pupils in their schools who were believed to be eligible for top-up funding each term. It was stressed that these details should be checked by the schools and the Financial Management Team notified of any discrepancies, to avoid incorrect funding.

RESOLVED: That the report be noted.

SCF35 EARLY YEARS FUNDING 2017-18

The Forum received the Early Years National Funding Formula cash values for 2017-18.

It was reported that, following the Early Years National Funding Formula (EYNFF) consultation in January and subsequent decision to follow the majority of responses, Schools Forum agreed to the proposed funding formula at the January meeting. The January headcount data had now been received so the actual cash values for the 2017-18 formula could now be calculated.

It was noted that Officers were waiting for the EFA to release a data validation exercise regarding the ring-fenced transitional protection funding for the Maintained Nursery

Schools, so until a confirmed level of funding for this was received, the budget calculations could not be completed. It was noted therefore, that the figures provided in the report and at the time of publication were draft figures and were subject to change.

Officers advised the Forum that the data validation exercise regarding the ring-fenced transitional protection funding for the Maintained Nursery Schools would not be known until June 2017. Officers advised therefore that the draft budgets would have to be used for this year's funding calculations, so that they could be finalised as required by March 2017.

The funding concerns of the Nursery School Representative were noted and Officers advised that they would be liaising with the EFA on this and other funding queries that had been raised.

RESOLVED: That the report be noted.

SCF36 NATIONAL FUNDING FORMULA STAGE 2
CONSULTATION RESPONSE

The Forum received the suggested Schools Forum response to the National Funding Formula Government Consultation – Stage 2.

The Stage 2 consultation was announced by the Department for Education on 14 December 2016, along with indicative schools block budgets and closed on 22 March 2017. Schools Forum members were offered the opportunity of meeting as a sub group to decide on their responses.

The responses to the questions were drafted and circulated to all Schools Forum members asking for comments. Attached to the report were the suggested responses which would now be submitted to the EFA.

RESOLVED: That the report and responses be noted.

SCF37 HIGH NEEDS FUNDING FORMULA STAGE 2
CONSULTATION RESPONSE

The Forum received the suggested Schools Forum response to the High Needs National Funding Formula and Other Reforms Government Consultation – Stage 2.

It was noted that the Stage 2 consultation was announced by the Department for Education on 14 December 2016, along with indicative budgets. This closed on 22 March 2017 and Schools Forum members were offered the opportunity of meeting as a sub group to decide on their responses. The sub group met on Friday 3 March 2017 and discussed the questions posed and the implications for Halton.

The responses from the sub-group were attached for the information of the Forum. These would be submitted to the EFA.

RESOLVED: That the report and responses be noted.

SCF38 SCHOOLS IN FINANCIAL DIFFICULTIES - LOANS AND DEFICIT RECOVERY PLANS

The Forum received a report and appendix '*Licensed Deficit Procedure for Schools*' for consideration and agreement.

It was noted that it was the responsibility of Schools' Governing Bodies to set a balanced budget each year and that no school should plan for a deficit budget. Where a school forecasted that it would not be able to set a balanced budget for the forthcoming financial year, having taken all steps to make efficiencies and to reduce its cost, it must contact the Operational Director – Education, Inclusion and Provision. In this instance the position of the school would then be assessed with Finance and should it be necessary for the school to apply for a licenced deficit, the revised procedures would now need to be followed.

The procedures outlined the revised approach which must be followed by schools in financial difficulty applying for a licenced deficit. These procedures defined how a school would be identified to be in financial difficulty and outlined how the Local Authority would work with these schools. It also outlined the application process and how the recovery plan would be monitored and reviewed.

Forum Members discussed the procedure and agreed its implementation with immediate effect. Officers advised that Schools were welcome to contact the Financial Management Team if they felt that they were having difficulty with budget planning.

RESOLVED: That the Licenced Deficit Procedure for

Schools be agreed and implemented with immediate effect.

SCF39 SCHOOLS FORUM MEETING DATES FOR 2017-18

The meeting schedule was presented to the Forum for information as follows:

Date	Time	Venue
21 June 2017	4 pm	The Boardroom, Municipal Building
11 October 2017	4 pm	Civic Suite, Runcorn Town Hall
17 January 2018	4 pm	The Boardroom, Municipal Building
21 March 2018	4 pm	Civic Suite, Runcorn Town Hall

Meeting ended at 4.45 p.m.

REPORT TO: Schools Forum

DATE: 21 June 2017

REPORTING OFFICER: Operational Director – Education, Inclusion and Provision

SUBJECT: Halton Schools Forum Membership Update

1.0 PURPOSE OF THE REPORT

To provide School Forum with a membership update identifying vacant positions, resignations and the members coming to the end of their current term of office.

2.0 RECOMMENDATION: That

- 2.1 Schools Forum note the current membership and approve the arrangements for recruiting to the vacant positions.**
- 2.2 School Forum approve the arrangements outlined in paragraph 3.4 and 3.5.**

3.0 SUPPORTING INFORMATION

- 3.1 There continues to be a vacancy for a Primary Representative for Small Schools. There have been a number of attempts to recruit to this position, however, no school has come forward to take up this place. It is proposed that all eligible Headteachers and Chair of Governors are contacted again to ask if whether they would wish to undertake this role. (Appendix A shows the current membership of School Forum)
- 3.2 John Rigby the Principal of Ormiston Bolingbroke Academy will retire at the end of the summer term. It is proposed that the new Principal, Emlyn Wright be invited to take up John's position when he takes up his post in September 2017.
- 3.3 The following members' length of term is up for review in June/July 2017:

Name	School	Sector	Term of Office
Jim Wilson	Chair of Governors – Saints Peter & Paul Catholic College	Secondary Governor	June 2017

Richard Collings	Headteacher – Woodside Primary	Primary School	July 2017
Karl Landrum	Headteacher – St Gerard's Roman Catholic Primary & Nursery School	VA Primary School	June 2017
Amanda Brown	Headteacher	Nursery School	June 2017

- 3.4 It is proposed to ask each member of the members above whether they would wish to continue as a School Forum representative for the next four years. Eligible Headteachers and Governors will then be contacted to ask if they would like to take up a position on School Forum for the next four years or whether they would wish their current representative to continue.
- 3.5 If more than one eligible Headteacher or Governor expresses an interest in taking up a position on School Forum. Those interesting in standing for School Forum will be asked to complete a pen portrait and along with a short statement on why they would like this position. Each eligible Head and Chair of Governors will then be asked to vote on who they would like to elect as their representative.

4.0 POLICY IMPLICATIONS

- 4.1 The pressures on school and education budgets along with the proposed changes to schools and high needs funding means that it is vital that each sector has appropriate representation.

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

Document	Place of Inspection	Contact Officer
EFA - Schools Forum Operational and Good Practice Guide- December 2016	HBC Office	Ann Jones
EFA – Schools Forum Structure	HBC Office	Ann Jones

SCHOOLS FORUM COMPOSITION 2016-17 - (MARCH 2017)

	Name	Representing	Term of Office	How Elected		
Community	Secondary	Deborah Burke	Secondary with 6th Form	Jan 2015 - 2019	Succeeded previous member	
		Jim Wilson	Secondary (Governor)	June 2013 - 2017	LA appointed	
		Janette Vincent	All Through Schools	Oct 2015 - 2019	Only provider	
	Primary	Jackie Coughlan	Primary - Infant Schools	Jan 2014 - 2018	Re-elected	
		Richard Collings	Primary - Junior Schools	July 2013 - 2017	LA appointed	
		Karl Lundrum	Primary - VA Schools	June 2013 - 2017	LA appointed	
		Syd Broxton	Primary (Governor) - 1 Form Entry	March 2015 - 2019	Re-appointed	
		Lesley Feakes	Primary School with a Nursery Unit	Jan 2015 - 2019	Re-appointed	
		Vacant	Primary - Small Schools			
	Amanda Brown	Nursery Schools	June 2013 - 2017	Elected by Nursery Schools		
	Pupil Referral Unit	Nigel Hunt	PRU	Sept 2014-2018	Only Provider	
	Academies	Secondary	John Rigby (Chair)	Secondary Academies	June 2015 - 2019	Re-appointed
			Leslie Davies	Secondary Academies (Governor)	Oct 2015 - 2019	LA appointed
Simon Corner			Secondary Academies	Nov 2015 - 2019	LA appointed (took over from IK)	
Primary		Karen Lawton	Primary Academies	Jan 2017 - 2021	LA appointed	
Special Schools	Marjorie Constantine	Special Schools	March 2015 - 2019	Re-appointed		
	Elaine Haver	Special Academies	Sept 2016 - 2020	Only Provider		
Non School	Thalia Bell	16-19 Education Provision	Sept 2015 - 2019	Only provider		
	Kathryn Albiston	Early Years PVI's	June 2015 - 2019	Elected by PVI Group		
	Jane O'Connor	Early Years PVI's	June 2015- 2019	Elected by PVI Group		

REPORT TO: School Forum

DATE: 21st June 2017

REPORTING OFFICER: Senior Finance Officer, Financial Management Division

SUBJECT: Dedicated Schools Grant Outturn 2016-17

1.0 Purpose of the Report

- 1.1 To report to the School Forum the final Dedicated Schools Grant position for 2016-17 and note the amount of DSG carried forward into the 2017-18 financial year.

2.0 Recommendation

RECOMMENDED: That the amount of unspent DSG from 2016-17 of £1,636,322 is carried forward into the 2017-18 financial year be noted by the School Forum.

3.0 Background

Each year all local authorities are required to submit a Section 251 Outturn return to the Department for Education. The authority records its total income and expenditure for the previous financial year (2016-17). This includes income and expenditure at individual school level, taken from the Consistent Financial Reporting return plus central local authority income and expenditure.

- 3.1 The DSG available for distribution in 2016-17 totalled £79.3M as below:

Final allocation of DSG for 2016-17	£77.7M
Plus unspent DSG from 2015-16 carried forward	<u>£ 1.6M</u>
Total DSG available in 2016-17	£79.3M

- 3.2 The DSG expenditure in 2016-17 totalled £79.2 as below:

Actual DSG School level expenditure	£65.8M
Actual DSG Central expenditure	<u>£11.9M</u>
Total DSG expenditure in 2016-17	£77.7M

- 3.3 The unspent DSG from 2016-17 brought forward into 2017-18 is therefore £1.6M as below:

Total DSG available in 2016-17	£79.3M
Total DSG expenditure in 2016-17	<u>£77.7M</u>
Total DSG brought forward into 2017-18	£ 1.6M

- 3.4 The centrally held DSG budgets were underspent by just £51,848 in 2016-17. This is much better than our mid-year forecast where we envisaged an overspend of approximately £32,000.

The regular monitoring meetings will continue over the course of the year to identify areas of concern and in order to put in place ways of minimising the overspends during the year as this has been a successful method of managing the overspend expected in 2016-17.

It should however be noted that the difference between the expected overspend and the actual underspend is less than £84k. This is equivalent to one placement in an independent special school for a full year.

REPORT TO: School Forum
DATE: 21st June 2017
REPORTING OFFICER: Finance Officer, Financial Management Division
SUBJECT: School Balances 2016-17

1.0 Purpose of the Report

1.1 To report to the School Forum the level of balances brought forward from 2016-17 by Halton Schools.

2.0 Recommendation

RECOMMENDED:

1. That the report be noted.
2. That School Forum notes the responses from schools which have balances in excess of 8% (5% for secondary schools) as to why their balances are so high.

3.0 Background

3.1 Following discussion at the School Forum meeting in January 2013, the excess surplus balance limits previously imposed on schools were lifted for 2012-13 and has continued up to 2016-17. However the balances were still to be monitored.

3.2 The level of balances in the Individual School Budget held by Halton Schools brought forward into 2017-18 is £4,775,832. This is a decrease of £1,602,081 to the balance carried forward into 2016-17 of £6,377,913.

3.3 It should be noted that the Primary sector balances have decreased by £961,785 from £4,851,463 to £3,889,678 over the year. Out of the 45 maintained primaries, 19 have balances that exceed the former excess surplus balance limit of 8% and one of those 19 have balances in excess of 16%, double the former excess surplus balance limit.

At the end of 2016-17, Nursery school balances decreased by £66,208 from £99,577 to £33,369.

Overall the secondary school sector balance has decreased by £171,154 from £798,174 to £627,020. Two of the three Secondary schools have seen a reduction in their carry forward balances from the previous year.

For special schools the overall sector balance has decreased by £402,934 from £628,699 to £225,765.

- 3.4 Given the increasing pressures on the Dedicated Schools Budget as a whole, it was agreed at Schools Forum in June 2015 that schools with balances above the former excess surplus balance limit are requested to provide an explanation as to how they plan to spend this high balance.
- 3.5 Appendix A details the Individual School Budget balances with comparison to the previous year. Schools which have balances above the former excess surplus balance limit are highlighted.
- 3.6 A total of £284,292 Non-LMS funds were carried forward into 2016-17 by schools. This balance has decreased by £54,747 to give a balance of £229,545 to be carried forward into 2017-18.
- 3.7 Appendix B details the Non-LMS (Devolved Formula Capital) balances brought forward into 2017-18.

LMS budgets

Code	School	2015-16				2016-17				Excess balance
		Approved Budget £	Amount £	Balance £	%	Approved Budget £	Amount £	Balance £	%	
5001	Ditton Nursery	274,447	252,895	21,552	7.85%	289,944	285,922	4,022	1.39%	-
5002	Birchfield Nursery	417,827	365,427	52,400	12.54%	395,760	378,815	16,945	4.28%	-
5003	Warrington Road Nursery	416,313	390,688	25,625	6.16%	407,006	394,604	12,402	3.05%	-
Sub-total Nursery Schools		1,108,587	1,009,010	99,577	8.98%	1,092,710	1,059,341	33,369	3.05%	
5100	St Mary's Primary	1,358,872	1,062,039	296,833	21.84%	1,393,177	1,214,678	178,498	12.81%	67,044.00
5101	St Edwards Primary	771,510	635,274	136,236	17.66%	767,278	656,626	110,652	14.42%	49,269.71
5102	Weston Point Community Primary	1,074,244	872,295	201,949	18.80%	1,135,360	937,890	197,470	17.39%	106,640.82
5105	Victoria Road Primary	1,263,659	1,136,267	127,392	10.08%	1,231,690	1,102,941	128,748	10.45%	30,213.24
5106	Weston Primary	894,829	789,692	105,137	11.75%	940,735	921,083	19,651	2.09%	-
5107	St Clements Primary	847,854	798,181	49,673	5.86%	846,366	770,199	76,167	9.00%	8,457.39
5108	Westfield Primary	959,696	950,277	9,419	0.98%	875,537	865,625	9,911	1.13%	-
5109	Halton Lodge Primary	1,229,263	1,095,655	133,608	10.87%	1,243,745	1,241,283	2,461	0.20%	-
5110	Castle View Primary	961,102	849,264	111,838	11.64%	925,951	820,642	105,308	11.37%	31,232.08
5111	Astmoor Primary	925,906	891,909	33,997	3.67%	932,938	900,107	32,830	3.52%	-
5112	The Brow Community Primary	1,219,671	1,113,519	106,152	8.70%	1,262,722	1,156,146	106,576	8.44%	5,558.30
5113	Woodside Primary	1,163,622	1,066,301	97,321	8.36%	1,220,034	1,094,129	125,904	10.32%	28,301.63
5114	The Holy Spirit Primary	758,177	684,340	73,837	9.74%	718,052	691,133	26,919	3.75%	-
5116	Pewithall Primary	874,146	780,570	93,576	10.70%	929,682	859,256	70,426	7.58%	-
5118	Hallwood Park Primary	1,095,103	937,497	157,606	14.39%	1,093,484	1,003,636	89,848	8.22%	2,369.32
5119	St Augustine's Primary	0	0	0	0.00%	0	512	-512	0.00%	-
5120	Runcorn All Saints Primary	732,533	685,880	46,653	6.37%	658,639	654,302	4,337	0.66%	-
5121	Our Lady Mother of the Saviour Primary	1,135,544	894,274	241,270	21.25%	1,172,859	1,057,770	115,089	9.81%	21,260.04
5122	Hillview Primary	1,006,091	866,295	139,796	13.89%	988,748	884,867	103,881	10.51%	24,781.34
5123	Beechwood Primary	716,442	642,683	73,759	10.30%	719,466	671,750	47,716	6.63%	-
5125	Brookvale Primary	1,761,418	1,507,664	253,754	14.41%	1,705,125	1,467,696	237,429	13.92%	101,019.02
5126	St Martins Primary	1,028,546	987,411	41,135	4.00%	1,046,687	1,038,646	8,040	0.77%	-
5127	Murdishaw West Comm Primary	1,127,683	1,049,213	78,470	6.96%	1,062,398	1,008,901	53,496	5.04%	-
5128	Gorsewood Primary	1,285,297	1,095,914	189,383	14.73%	1,281,920	1,123,203	158,716	12.38%	56,162.48
5129	St Berteline's Primary	1,288,627	1,210,807	77,820	6.04%	1,233,924	1,206,784	27,139	2.20%	-
5130	Windmill Hill Primary	857,206	827,712	29,493	3.44%	800,482	779,671	20,810	2.60%	-
5131	Daresbury Academy	610,109	585,503	24,606	4.03%	631,903	397,732	234,171	0.00%	-
5132	Moore Primary	867,758	810,037	57,721	6.65%	860,410	824,970	35,439	4.12%	-
5133	Hale Primary	753,425	685,803	67,622	8.98%	751,451	705,563	45,888	6.11%	-
5134	St Bedes Junior	1,237,226	1,124,181	113,045	9.14%	1,272,449	1,098,865	173,584	13.64%	71,788.22
5135	St Bedes Infant	1,186,198	1,033,126	153,072	12.90%	1,220,981	1,075,627	145,354	11.90%	47,675.89
5136	Spinney Avenue Primary	919,039	890,672	48,006	5.22%	939,981	891,530	48,451	5.15%	-

5137	St Michael's Primary	1,299,719	1,201,740	97,979	7.54%	1,214,329	1,123,848	90,481	7.45%	-
5138	Farnworth Primary	1,449,681	1,384,727	64,954	4.48%	1,481,290	1,463,909	17,381	1.17%	-
5139	Halebank Primary	639,776	542,792	96,984	15.16%	614,760	551,772	62,988	10.25%	13,807.09
5140	St Gerard's Primary & Nursery	1,307,143	1,067,356	239,788	18.34%	1,407,052	1,228,442	178,610	12.69%	66,045.72
5141	Ditton Primary	1,887,323	1,793,799	93,524	4.96%	1,919,047	1,919,259	-212	-0.01%	-
5142	Simms Cross Primary	1,576,867	1,376,900	199,967	12.68%	1,648,390	1,478,019	170,371	10.34%	38,499.53
5144	Oakfield Primary	1,870,052	1,785,915	84,137	4.50%	1,789,058	1,709,691	79,367	4.44%	-
5146	Moorfield Primary	1,194,854	1,175,403	19,451	1.63%	1,176,466	1,107,288	69,177	5.88%	-
5148	Our Lady Of Perpetual Succour Primary	902,011	831,819	70,192	7.78%	938,750	878,177	60,573	6.45%	-
5149	St Basils Primary	1,757,012	1,742,738	14,274	0.81%	1,670,648	1,669,580	1,067	0.06%	-
5150	All Saints Upton Primary	1,041,809	1,055,724	-13,915	-1.34%	1,003,916	1,001,416	2,500	0.25%	-
5151	Fairfield Primary	2,788,602	2,528,357	260,245	9.33%	2,613,643	2,408,410	205,232	7.85%	-
5153	Lunts Heath Primary	1,355,283	1,287,796	67,487	4.98%	1,309,522	1,253,330	56,192	4.29%	-
5154	St John Fisher Primary	1,221,016	1,034,796	186,220	15.25%	1,232,310	1,076,757	155,553	12.62%	56,967.83
Sub-total Primary Schools		52,201,943	44,800,510	4,851,463	9.29%	51,883,340	47,993,662	3,889,678	7.50%	
5301	St Chads High	6,951,298	6,820,066	131,232	1.89%	6,358,600	6,189,087	169,513	2.67%	-
5303	The Grange All Through	6,925,109	6,701,546	223,563	3.23%	6,749,724	6,648,165	101,560	1.50%	-
5312	St Peter & Paul High	9,038,220	8,805,106	233,114	2.58%	8,447,406	8,295,535	151,871	1.80%	-
5313	The Bridge PRU	1,373,533	1,163,267	210,266	15.31%	1,575,153	1,371,076	204,077	12.96%	78,064.62
Sub-total Secondary Schools		24,288,160	23,489,986	798,174	3.29%	23,130,883	22,503,863	627,020	2.71%	
5401	Ashley	1,914,601	1,815,163	99,438	5.19%	1,931,455	1,922,115	9,340	0.48%	-
5402	Chesnut Lodge Special	1,797,619	1,542,196	255,423	14.21%	1,677,401	1,553,240	124,161	7.40%	-
5403	Brookfields	2,040,254	1,766,417	273,837	13.42%	1,919,694	1,827,430	92,264	4.81%	-
Sub-total Special Schools		5,752,474	5,123,776	628,699	10.93%	5,528,550	5,302,785	225,765	4.08%	
Total - All Schools		83,351,164	74,423,282	6,377,913	7.65%	81,635,483	76,859,651	4,775,832	5.85%	905,158.27

Appendix B

Non-LMS School Balances 2014-15 to 2015-16 (DFC only)

	2015-16	2016-17
5502 Weston Point Community Primary	8,306.00	13,993.00
5505 Victoria Road Primary	6,979.40	10,279.00
5506 Weston Primary	1,134.34	1,564.00
5508 Westfield Primary	5,766.00	11,690.00
5509 Halton Lodge Primary	9,861.00	0.00
5510 Castle View Primary	15,807.00	15,429.00
5511 Astmoor Primary	5,615.00	0.00
5512 The Brow Community Primary	8,207.00	0.00
5513 Woodside Primary	10,647.47	11,695.00
5516 Pewithall Primary	10,134.70	11,471.00
5518 Hallwood Park Primary	2,640.00	3,981.00
5522 Hillview Primary	12,456.00	12,343.00
5523 Beechwood Primary	8,217.00	0.00
5525 Brookvale Primary	10,001.00	13,590.00
5527 Murdishaw West Comm Primary	0.00	810.00
5528 Gorsewood Primary	9,273.00	11,535.00
5530 Windmill Hill Primary	5,476.00	5,475.00
5531 Daresbury Academy	7,806.00	13,235.00
5532 Moore Primary	3,164.00	351.00
5533 Hale Primary	4,052.06	6,234.00
5536 Spinney Avenue Primary	1,686.86	(70.00)
5538 Farnworth Primary	1,650.20	197.00
5539 Halebank Primary	9,721.00	12,429.00
5541 Ditton Primary	15,684.00	0.00
5542 Simms Cross Primary	6,495.00	9,772.00
5544 Oakfield Primary	14,699.00	4,192.00
5546 Moorfield Primary	568.69	(375.00)
5550 All Saints Upton Primary	(0.20)	6,070.00
5551 Fairfield Primary	35,940.00	16,617.00
5553 Lunts Heath Primary	3,535.03	(245.00)
Sub-total Primary Schools	235,522.55	192,262.00
5591 Ditton Nursery	5,094.63	7,757.00
5592 Birchfield Nursery	8,287.00	8,220.00
5593 Warrington Road Nursery	9,509.00	(663.00)
Sub-total Nursery Schools	22,890.63	15,314.00
5563 The Grange All Through	0.00	0.00
5595 The Bridge PRU	5,607.82	8,064.00
Sub-total Secondary Schools	5,607.82	8,064.00
5581 Ashley	(3,148.00)	2,652.00
5582 Chestnut Lodge Special	17,189.00	2,084.00
5583 Brookfields	6,230.00	9,169.00
Sub-total Special Schools	20,271.00	13,905.00
Total - All Schools	284,292.00	229,545.00

REPORT TO: Schools Forum

DATE: 21st June 2017

REPORTING OFFICER: Operational Director – Education, Inclusion and Provision

SUBJECT: Schools Block Funding – former Education Services Grant

1.0 PURPOSE OF REPORT

1.1 To provide a summary of the services previously supported from the Education Services Grant General duties fund and set up a Task and Finish Group to consider funding options for 2018/2019.

2.0 RECOMMENDATION

RECOMMENDED:

- (1) **A School Forum Task and Finish group is set up to consider the services previously funded from the ESG General duties**

3.0 SUPPORTING INFORMATION

3.1 On 23rd January 2017 School Forum received a report from the Senior Finance Officer, Financial Management Division, on the Schools Block Funding 2017-2018 former Education Services Grant.

3.2 The Forum agreed that the retained duties element of the former ESG 0.29m, could be funded from the DSG.

3.3 For 2017/2018 the maintained school members of the Forum agreed that the costs of the services previously supported through the General Duties fund, £1,118,469 would be covered by £400,491 transitional funding, the de-delegation of £127,110 Dismissal budget with the remaining balance covered by the 2016/2017 DSG centrally retained carry forward.

3.4 For 2017/2018 the current level of funding for General Duties is £1,118,469. This funding supports the following provision:

- Financial Services support for both revenue and capital;
- Development, Management and co-ordination of capital works
- School improvement support (proportion)
- Internal Audit (proportion)
- Education Welfare (proportion)

- Health and Safety (general duty as an employer)
- Dismissal costs and Premature retirement costs when costs cannot be charged to maintained schools
- Premature retirement costs
- Recharges relating to the above in proportion to the amount transferred to DSG

3.5 To establish the funding options for 2018/2019 onwards it was agreed that a Task and Finish Group be established from maintained school representatives, to consider the services previously funded from the General Services Grant and recommend to the maintained members of the School Forum the most appropriate future funding options. Volunteers are now sought for this Task and Finish Group.

4.0 **POLICY IMPLICATIONS**

4.1 The loss of ESG General Duties funding will have a significant impact on the level of support the Local Authority can provide to schools from 2018/2019 in critical areas such as attendance and behaviour, school improvement and finance.

5.0 **OTHER IMPLICATIONS**

5.1 Opting to continue to receive all or some of these services reduces the delegated budgets for maintained schools within the Borough.

REPORT TO: Schools Forum

DATE: 21st June 2017

REPORTING OFFICER: Operational Director – Education, Inclusion and Provision

SUBJECT: School Forum Sub Group Meetings Update

1.0 PURPOSE OF REPORT

1.1 This report provides an update of the funding allocated to schools in financial difficulty by the School Forum Sub Committee

2.0 RECOMMENDED: That

2.1 (a) School Forum note the funding allocated to date and the increasing level of demand on this budget

3.0 BACKGROUND

3.1 The Schools Contingency for 2017/2017 was set at £217,010. This budget is the de-delegated contingency which is available only to those community primary and secondary schools maintained by the Local Authority and school can only apply in the following circumstances:

- Exceptional unforeseen costs which it would be unreasonable to expect governing bodies to meet;
- Schools in financial difficulties; and
- Additional costs relating to new, reorganised or closing schools.

3.2 Applications may be considered by the School Forum under the following circumstances:

- Schools in financial difficulty that wish to apply for a licenced deficit;
- Schools in financial difficulty, unable to access a licence deficit, applying for a deficit write off;
- Formula errors and other miscellaneous costs which schools could not be expected to fund from their own budget;

- Additional costs relating to new, re-organised or closing schools (this could include the costs of any salary protection);
- Emergencies and exceptional unforeseen costs which it would be unreasonable to expect governing bodies to meet;
- Schools in special measures or where there are serious weaknesses;
- Result of former poor leadership and management for a school which is now under new leadership; and
- Significant loss of goods or equipment.

3.3 The procedure for applying for additional funding from the contingency is as follows:

- Schools must put a formal request for support in writing to the Operational Director – Children’s Organisation and Provision, Children and Enterprise Directorate;
- Schools must state clearly how they have met the eligibility criteria;
- Schools must provide clear details (and financial values) of the circumstances underlying the application, the amount of contingency they are applying for and the rationale for the amount requested;
- Applications can be made at any time during the year;
- Urgent requests will be considered and determined by a sub group of the School Forum, the outcome will be reported to the next School Forum;
- The Headteacher of the school applying for funding may be asked to attend School Forum to explain their application and answer any queries.
- Schools will be notified of the outcome of the School Forum decision within 5 working days of the meeting.

3.4 In 2017/2018 there have been three schools applying for funding due to financial difficulty. In each case a Sub Committee of three School Forum members has met to consider the schools request. In some cases it has been necessary for the Sub Committee to meet on number of occasions and/or request additional information from the school applying for support. For all three schools the funding has been used to restructure and reduce staffing. School Forum members have therefore given consideration to

the schools proposals and whether through these changes the school is likely to be in a more sustainable position in 2018/2019.

- 3.5 To date in 2017/2018 the following School Forum members have participated in School Forum Sub Committee:-

Ian Kirkham – Wade Deacon High
 Lesley Feakes – Simms Cross Primary
 Jane O Connor – Daisy Maisies
 Karen Lawton – Palace Fields
 Kathryn Albertson – St Berteline’s Pre- School
 Richard Collings – Woodside Primary
 Jackie Coughlin – St Bedes Catholic Infant

On behalf of School Forum I would like to thank the members above for their time and commitment.

- 3.6 Listed below is the name of the school requesting funding, the funding initially approved and any revisions to this funding:

School	Original Allocation	Revised Total	Comment
St Chad’s Catholic & Church of England High School	£150,000	£150,000	No change to original allocation
Farnworth CE Voluntary Controlled Primary	£19,926.05	£6,061.47	Voluntary staffing solution reached for one post
Moore Primary	£26,620.36	£31,806	Sub Committee considering revised costs
Total	£196,546.41	£187,867.47	

REPORT TO: School Forum

DATE: 21st June 2017

REPORTING OFFICER: Operational Director – Education, Inclusion and Provision

SUBJECT: SEN Update

1.0 PURPOSE OF REPORT

1.1 This report will be delivered by presentation and aims to provide School Forum members with an update on the SEN review.

2.0 RECOMMENDED: That

2.1 **(a) School Forum note the progress to date and request a further update at the October meeting.**

3.0 BACKGROUND

3.1 The presentation will address the following issues and challenges identified by the following:

- The Task and Finish Group established to review SEN provision within the Borough.
- The review of provision for behaviour has been commissioned and is being undertaken by the Headteacher of The Bridge PRU School.
- Alternative Provision within the Borough
- The High Needs Funding proposals
- The Joint Local Area SEND Inspection undertaken in March 2017

4.0 POLICY IMPLICATIONS

4.1 The current arrangements for supporting children and young people with SEND are not sustainable. Through the review of SEND provision it is aimed to provide good quality, sustainable, local support for children and families.

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

Document	Place of Inspection	Contact Officer
School Forum Reports on SEN Review – June 2016 , October 2016 and January 2017	Halton Borough Council website	Ann McIntyre – Operational Director – Education, Inclusion and Provision
High Needs Consultation - Phase 1 & 2 January 2017 & March 2017	Halton Borough Council website	As above
Joint Local Area SEND Inspection (published on 16 th June 2017)	OFSTED website	

REPORT TO: School Forum

DATE: 21st June 2017

REPORTING OFFICER: Senior Finance Officer, Financial Management Division

SUBJECT: Surface Water Drainage Charges to schools in the North West 2017-18 and 2018-19

1.0 **PURPOSE OF REPORT**

1.1 **To update School Forum on the Surface Water Drainage Charges.**

2.0 **RECOMMENDATION**

RECOMMENDED:

- (1) The report is noted.

3.0 **SUPPORTING INFORMATION**

As you will be aware North West schools led by our colleagues in Sefton have been raising awareness of the inconsistency across water utility companies in how they treat schools. In the North West region schools pay approximately £27 million on water and sewerage charges while a comparable number of schools and pupils in the South East region pay approximately £11M, a difference of £16M per year.

3.1 A letter was received from Steve Mogford, the Chief Executive of United Utilities in early May setting out their plans for charging schools in 2017-18 and 2018-19 onwards – as below:

Surface Water Drainage Charges to Schools in the North West

I am writing to you regarding surface water and highway drainage charges for schools in the North West Region.

Charging organisations for their drainage service based on the size of the site they occupy better reflects the associated costs and investment required with providing this service to our customers. We have, however, been aware of concerns regarding the level of our charges for schools, compared to those of other water companies.

A significant part of the site area charges applied to schools relates to non-porous playground surfaces. School playgrounds are an essential part of the fabric of both school infrastructure and the pupil experience. There are obvious societal benefits associated with the

provision of a playground area attached to an educational establishment. Schools are also likely to find it impractical to disconnect playgrounds from the drainage system.

In view of the clear benefits of these facilities to all children in education – and, therefore, society more generally, we have concluded, following discussions with Defra and Ofwat to make an adjustment to schools' site area charges to reflect the provision of the playground.

What this means

We will be introducing a concession for schools on the basis that they fall within the scope of the following definition:-

An educational establishment which:-

- Is used exclusively or nearly exclusively for delivering education and tuition of students for any or all of Key Stages 1-5 or equivalent; and also*
- Has a playground facility attached*

The concession will be introduced prospectively in our 2018/19 charges scheme and will provide a 50% discount to the wholesale site area charges for surface water and highway drainage broadly equivalent in value to being one band lower than their existing site area charge.

For the overwhelming majority of schools this would represent an approximately 40% reduction in the overall wastewater bill.

After carefully considering what further action we could take immediately, we have decided to provide a bill credit to schools for 2017/18 worth about 15% of their wholesale site area charges.

Communication

We are writing to all bill payers affected by the changes, explaining the credit being applied to their account this year and how the concessionary charges will be introduced from 2018/19.

I trust that you consider this to be a positive response to the issue of surface water and highway drainage charges for schools in our region.

3.2 Appendix A shows the calculations of the possible impact on individual schools.

3.3 Next Steps

The North West LMS Finance Officers Group is looking to meet before the end of the summer term. As a group we will be considering the total impact of this change on the North West region and whether it is 'fair' and 'reasonable'. An update will be brought to Schools Forum after the NW meeting.

4.0 **POLICY IMPLICATIONS**

4.1 None

5.0 **OTHER IMPLICATIONS**

5.1 None

School	Site Area Charging band	2017/18 Bandings rates	2017/18 15% saving	Assumed 18/19 banding rates	2018/19 50% saving
Birchfield Nursery	4	1,703	255	1,737	868
Ditton Early Years Centre	4	1,703	255	1,737	868
Hale C Of E School	4	1,703	255	1,737	868
Halebank C Of E School	4	1,703	255	1,737	868
St Gerards R C Primary School	4	1,703	255	1,737	868
Warrington Road Childrens Centre	4	1,703	255	1,737	868
Woodside Primary School	4	1,703	255	1,737	868
Daresbury Primary	5	3,562	534	3,633	1,816
Spinney Avenue Primary	5	3,562	534	3,633	1,816
Runcorn All Saints Primary	5	3,562	534	3,633	1,816
St Augustines RC Primary	5	3,562	534	3,633	1,816
St Clements R.C Primary School	5	3,562	534	3,633	1,816
St Edwards Primary	5	3,562	534	3,633	1,816
The Bridge School	5	3,562	534	3,633	1,816
The Brow Primary	5	3,562	534	3,633	1,816
Victoria Road Primary	5 (assumed)	3,562	534	3,633	1,816
Widnes Academy	5 (assumed)	3,562	534	3,633	1,816
Ashley School	6	7,918	1,188	8,077	4,038
Brookvale Primary School	6	7,918	1,188	8,077	4,038
Castleview Primary	6	7,918	1,188	8,077	4,038
Chesnut Lodge School	6	7,918	1,188	8,077	4,038
Fairfield County Infants	6	7,918	1,188	8,077	4,038
Fairfield County Junior	6	7,918	1,188	8,077	4,038
Farnworth CE Primary	6	7,918	1,188	8,077	4,038
Gorsewood Primary	6	7,918	1,188	8,077	4,038
Hallwood Park Primary	6	7,918	1,188	8,077	4,038
Lunts Heath Primary	6	7,918	1,188	8,077	4,038
Moore Primary	6	7,918	1,188	8,077	4,038
Moorfield Primary School	6	7,918	1,188	8,077	4,038
Pewithall County Primary	6	7,918	1,188	8,077	4,038
St Martins Rc Primary	6	7,918	1,188	8,077	4,038
St Marys C Of E Primary	6	7,918	1,188	8,077	4,038
St Michaels RC Primary	6	7,918	1,188	8,077	4,038
Westfield Primary	6	7,918	1,188	8,077	4,038
Weston Primary	6	7,918	1,188	8,077	4,038
Windmill Hill Primary	6	7,918	1,188	8,077	4,038
All Saints Upton Primary	6 (assumed)	7,918	1,188	8,077	4,038
Astmoor Primary	6 (assumed)	7,918	1,188	8,077	4,038
Beechwood Primary	6 (assumed)	7,918	1,188	8,077	4,038
Bridgewater Park Academy	6 (assumed)	7,918	1,188	8,077	4,038
Brookfields School	6 (assumed)	7,918	1,188	8,077	4,038
Cavendish High Academy	6 (assumed)	7,918	1,188	8,077	4,038
Ditton Primary	6 (assumed)	7,918	1,188	8,077	4,038
Halton Lodge Primary	6 (assumed)	7,918	1,188	8,077	4,038
Hillview Primary	6 (assumed)	7,918	1,188	8,077	4,038
Murdishaw West Primary	6 (assumed)	7,918	1,188	8,077	4,038
Our Lady Mother of the Saviour	6 (assumed)	7,918	1,188	8,077	4,038
Our Lady Of Perpetual Succour	6 (assumed)	7,918	1,188	8,077	4,038
St Basils RC Primary	6 (assumed)	7,918	1,188	8,077	4,038
St Bedes RC Infants	6 (assumed)	7,918	1,188	8,077	4,038
St Bedes RC Juniors	6 (assumed)	7,918	1,188	8,077	4,038
St Bertelines RC Primary	6 (assumed)	7,918	1,188	8,077	4,038
St John Fisher RC Primary	6 (assumed)	7,918	1,188	8,077	4,038
The Holy Spirit Primary	6 (assumed)	7,918	1,188	8,077	4,038
Weston Point Primary	6 (assumed)	7,918	1,188	8,077	4,038
Oakfield Community Primary	7	15,044	2,257	15,345	7,672
Simms Cross Primary	7	15,044	2,257	15,345	7,672
Palacefields Primary Academy	7 (assumed)	15,044	2,257	15,345	7,672
Sandymoor Free School	7 (assumed)	15,044	2,257	15,345	7,672
Ormiston Bolingbrooke Academy	8 (assumed)	22,809	3,421	23,265	11,632
St Chads Rc High School	8	22,809	3,421	23,265	11,632
The Grange	8	22,809	3,421	23,265	11,632
The Heath School	8 (assumed)	22,809	3,421	23,265	11,632
Ormiston Chadwick Academy	9	32,693	4,904	33,347	16,673
Wade Deacon High School	9	32,693	4,904	33,347	16,673
St Peter & Paul RC High	10	57,023	8,553	58,163	29,082
Total Saving			93,337		317,347