

AGENDA

Meeting: Schools Forum
Place: The Kennet Room - County Hall, Trowbridge BA14 8JN
Date: Thursday 6 October 2016
Time: 1.30 pm

Please direct any enquiries on this Agenda to Yamina Rhouati of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718024 or email yamina.rhouati@wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225) 713114/713115.

This Agenda and all the documents referred to within it are available on the Council's website at www.wiltshire.gov.uk

Briefing Arrangements:

A briefing will be held at **11.00 am** in the Kennet Room and will focus on updating School Forum members on changes proposed by the DfE for 2017/18 and beyond and the potential implications for schools and other DSG funded budgets

Membership:	Representing:
Mr Neil Baker	PHF, Christ Church CE Primary School
Mr Martin Watson	Chair of WASSH - Academy Representative
Mrs Aileen Bates	WGA, SEN Governor Representative
Ms Amanda Burnside	Post 16 provider
Ms Michelle Chilcott	Academy - South Wilts Grammar
Mrs Judith Finney	Salisbury Diocesan Board of Education
Mrs Rosemary Collard	Snapdragon Nurseries
Miss Tracy Cornelius	PHF - Kington St Michael School
Mr John Hawkins	Teacher Representative
Mrs Sue Jiggins	WGA - Primary School Governor Representative
Mr John Proctor	Early Years Representative (PVI)
Mr Nigel Roper	Stonehenge School
Ms Ingrid Sidmouth	SEN Sector, Rowdeford School
Mr David Whewell	WGA - Secondary School representative
Mrs Catriona Williamson	PHF, Mere Primary School
Mr Simon White	Primary Academy Heads Representative
Mr Jon Hamp	Special School Academy Representative

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Public Participation

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

AGENDA

PART I

Items to be considered whilst the meeting is open to the public

1 **Apologies and Changes of Membership**

2 **Minutes of the previous Meeting** (*Pages 1 - 6*)

To approve and sign as a correct record the minutes of the meeting held on 16 June 2016 (copy attached)

3 **Declaration of Interests**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

4 **Chairman's Announcements**

5 **Children and Young People's Trust Board Update**

To receive a verbal update from the Service Director for Commissioning and Performance, Department for Children and Education.

6 **Budget Monitoring**

To receive budget monitoring information against the Dedicated Schools Grant (DSG) for the financial year 2016/17

7 **Reports from Working Groups**

To receive minutes, reports and/or verbal updates from the following working groups:

7a **Report of Meetings of Early Years Reference Group - 16 September 2016** (*Pages 7 - 12*)

7b **Report of School Funding Working Group meetings 5 July and 20 September 2016** (*Pages 13 - 24*)

8 **Early years Block 2017-18** *(Pages 25 - 38)*

To consider the following:

- Response to consultation on Early years National Funding Formula
- Further work on EYSFF to implement DfE proposals

9 **High Needs Block**

To consider the following reports:

9a **High Needs Block Update Report** *(Pages 39 - 40)*

9b **High Needs Post 16 Data Analysis and Funding Report** *(Pages 41 - 44)*

9c **High Needs - Exceptional Numbers of Statements Formula** *(Pages 45 - 48)*

9d **Proposal to Review Enhanced Learning Provision Guidance** *(Pages 49 - 54)*

10 **Schools Block 2017-18**

To consider:

- Update on DfE proposals
- De-delegation proposals
- DSG Operational Guidance 2017-18

11 **Schools Revenue Balances 2015-16** *(Pages 55 - 74)*

To summarise revenue balances for the last financial year.

12 **Confirmation of dates for future meetings**

To confirm the dates of meetings for the remainder of 2016/17, as follows:

8 December 2016
12 January 2017
9 March 2017

13

Urgent Items

Any other items of business, which the Chairman agrees to consider as a matter of urgency.

PART II

Items during consideration of which it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed

None

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SCHOOLS FORUM

MINUTES OF THE SCHOOLS FORUM MEETING HELD ON 16 JUNE 2016 AT THE KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Mr N Baker (Chairman), Mr M Watson, Mr J Hamp, Ms J Hatherell, Mr J Hawkins, Mr J Proctor, Mr N Roper, Mrs C Shahrokni, Mrs C Williamson and Mr S White

Also Present:

Cllr Richard Gamble, Grant Davis (Schools Strategic Financial Support Manager), Elizabeth Williams (Head of Finance), Susan Tanner (Head of Commissioning and Joint Planning) and Kieran Elliott (Senior Democratic Services Officer)

25 Apologies and Changes of Membership

Apologies were received from Cllr Mayes, Tracy Cornelius, Rosemary Collard, Aileen Bates, Sue Jiggins, Amanda Burnside, Michelle Chilcott, David Whewell and Ingrid Sidmouth.

26 Minutes of the previous Meeting

The minutes of the meeting held on 15 March 2016 were considered.

Resolved:

That subject to correcting the listing of Simon White and Jon Hamp, to approve and sign as a true and correct record.

27 Declaration of Interests

For the item proposed for consideration under 'urgent items', Mr Roper declared that Stonehenge School also had the possibility of becoming a split site school within the next 3 years. This was deemed to be an issue in light of the nature of the item being discussed.

28 Chairman's Announcements

It was announced that it was to be the last meeting for Ms Jan Hatherell. On behalf of the Forum, the Chairman expressed thanks to Ms Hatherell for her many years of excellent service.

29 **Children and Young People's Trust Board Update**

A verbal update on the Children's Trust Commissioning Executive was received from Susan Tanner, Head of Commissioning and Joint Planning. In particular, it was noted that the CTCE had had discussions about the White Paper, Educational Excellence Everywhere, and it had been agreed that a Transition Board would be established, with PHF and WASSH representation.

30 **Reports from Working Groups**

Minutes and updates on working groups of the Forum were provided; including the School Funding Working Group (SFWG) and Early Years Reference Group (EYRG). The minutes of both working groups were noted.

The forum discussed the recent work of the groups, in particular a discussion was had around the delegation of budgets that were currently de-delegated. Details were sought on the timeline for 100% delegation of schools block budgets, and who would need to be involved in further meetings to discuss relevant issues.

Having been put to the meeting, it was

Resolved:

- 1. That Schools Forum notes the minutes of the School Funding Working Group meeting.**
- 2. That Schools Forum agree the proposals relating to the management of the high needs budget as follows:**
 - a) That the recoument of unfilled places should continue in 2016-17 academic year through the current methodology;**
 - b) That proposals should be developed for consideration by Primary Heads Forum (PHF) and Wiltshire Association for Secondary and Special Heads (WASSH) in relation to a revised and consistent process for considering requests for re-banding and for the moderation of banding decisions;**
 - c) That further work should be carried out to consider options for the operation of the exceptional numbers of statements formula factor funded from the high needs block.**
- 3. That Schools Forum note the recommendation of the Schools Funding Working Group when considering the paper on procurement of schools management information system licences.**

4. That Schools Forum agrees not to hold a consultation in September 2016 on the de-delegation of central budgets for the next financial year.

5. That Schools Funding Working Group is asked to work with Officers to develop a plan for the delegation of budgets to meet the required timescale of 100% delegation of schools block budgets by April 2019 and to report back to Schools Forum at the October meeting.

31 Outturn Report 2015/16

The final outturn report form 2015/16 was presented with a written report from Liz Williams, Head of Finance.

It was noted that the dedicated schools grant was overspent by £0.899m, although this was an improvement on the position as reported in January 2016. A number of reasons for the improved position were discussed with the overall impact being that the DSG reserve held a positive balance at the year end of £0.591m.

Further details were also provided of the £1.855m overspend in the High Needs Budget, which was in line with expectations. Further work was requested for October 2016, including more detail on ISS placements and the types of needs being met through these placements.

In response to a question from John Proctor, it was confirmed that the Early Years Inclusion Funding for pupils with high needs in early years settings was funded through the high needs block. Any potential impact on that budget, arising from the increase in free entitlement from 15 to 30 hours, would be discussed in the first instance at the Early Years Reference Group and brought back to Schools Forum at a future meeting.

Having been put to the meeting, it was

Resolved:

To note the outturn position for the Dedicated Schools Budget in 2015-16.

32 Update on Government Proposals for National Funding Formula and High Needs Funding Reform

It was explained that due to purdah restrictions it was not possible to provide an update at the current time.

33 Confirmation of dates for future meetings

The next meeting was scheduled for 6 October 2016. It was noted a special meeting might be necessary depending on proposals for a national funding formula.

34 **Urgent Items**

The Forum considered a breakdown of the amounts set for pupil led funding factors within the formula for the last 3 years and the associated quantum. As discussed at the previous meeting, quantum had been maintained and this had led to changes in the per pupil rates. The Forum discussed the need for greater understanding of the impact of changes in pupil numbers on the associated rates when setting the budget. It was agreed that for future years detailed information on funding rates for each formula factor would be presented earlier in the budget setting process.

The Forum considered a request from Exeter House School, Salisbury for a split site allowance. As members had not had sufficient time to consider the request in detail the matter was referred to the Schools Funding Working Group meeting on 5 July 2016 for further consideration and decision.

35 **Exclusion of the Press and Public**

Resolved:

To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in minute numbers 35-36 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraphs 3 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

36 **Procurement of Licences for the School's Management Information System 2017-18**

Grant Davis, Strategic Financial Support Manager, presented a confidential report on the procurement of licences for the School's Information Management System.

After discussion of all of the options outlined in the report, it was:

Resolved

That the budget for licences for Schools Management Information Systems be delegated to maintained schools from April 2017.

(Duration of meeting: 1.30 - 3.00 pm)

The Officer who has produced these minutes is Kieran Elliott, of Democratic & Members' Services, direct line 01225 718504, e-mail kieran.elliott@wiltshire.gov.uk

Press enquiries to Communications, direct line (01225) 713114/713115

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Wiltshire Council

Schools Forum

6 October 2016

Report from the Early Years Reference Group

Purpose of report

1. To report on the meetings of the Early Years Reference Group held on 16th September 2016.

Main considerations for School Forum

2. The minutes of the meeting are attached at Appendix 1.
3. The key issue for discussion was the government [consultation](#) on an early years national funding formula and changes to the way the three- and four-year-old entitlements to childcare are funded. The consultation was published on 11th August 2016 with a response date of 22nd September 2016.
4. The group agreed a response to the consultation and a copy is attached to the separate paper on this agenda on the Early Years Block 2017-18.
5. It was further agreed that the proposals would require a review of the Wiltshire Early Years Single Funding Formula (EYSFF) and that proposals should be brought back to the Early Years Reference Group for consideration at the November meeting.

Proposals

6. That Schools Forum notes the minutes of the Early Years Reference Group meeting.
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Report author: Liz Williams, Head of Finance

01225 713675 elizabeth.williams@wiltshire.gov.uk

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Wiltshire CouncilEarly Years Reference Group

Minutes of a meeting held on Friday 16 September 2016 at County Hall, Trowbridge

1.0 Welcome and Introductions

Jane Boulton, Angela Brennan, Dawn Bryant, Mark Cawley, Rosemary Collard, Grant Davies, Ashley Harris, Nicki Henderson, Clare Palmer, John Proctor (chair), Barbara Sealey, Fiona Webb, Liz Williams, Emily Wood (minutes)

2.0 Apologies

Juliette Heal, Russell Martin, Natalia Reyner

3.0 Minutes of last meeting held on 13 May 2016

The minutes of the meeting were agreed as an accurate record of discussion.

4.0 Matters arising

Item 6 – AB submitted a bid to the DfE for Capital funding in August to support the expansion of Free Entitlement provision from 15 to 30 hours for working parents in areas of insufficient supply. Providers will be expected to contribute 25% of the cost of their project. She expects to receive the outcome of her bid in December.

Item 10 – AB is to meet with the PsLA regarding committee run preschool issues this month. Also meetings have been set in the north and south with settings about the issues raised by the group in the May meeting.

Item 12 – The issue that childminders are still unable to access 1:1 support funding is still unresolved, the group decided a SEND representative was needed.

Item 12 – AB still to discuss the timing of primary school announcements with School Admissions. To report back at the next meeting.

Item 12 – EY Tracker language. To be considered at the next meeting.

Item 12 – 30 hour pilot. AB has met with Swindon Borough Council this week. Their pilot is for SBC families attending SBC settings only.

5.0 DfE consultation EY Funding review

JP had met with LW and AB prior to this meeting and agreed that a response would be drafted to enable discussion at the EYRG meeting. This response was discussed at the meeting to ensure that it reflected everyone's opinion.

It was acknowledged by those present that Wiltshire is 'ahead of the game' in most aspects of what the Government are proposing, for example the implementation of a universal basic hourly rate. However it was noted that the average hourly rate of £4.88 that has been published by the DfE has been un-helpful as it is a national figure and may have raised expectations at a local level. Based on the information published by the DfE Wiltshire is expected to receive an average hourly rate of £3.97/hr including supplements and Pupil Premium grant.

Action: The group will need to assess if our current formula is still fit for purpose. It was agreed that the formula would be reviewed and any proposals for change brought back to the November meeting for consideration by Schools Forum in December.

All were happy with the proposed response with the following additions agreed:
Q15. Under 'Flexibility' – the group observed that the current 30 hour pilots are restricting flexibility and therefore this contradicts the supplement proposal.

Q15. Under 'Additional 15 hours' it was agreed that the whole premise of the 30hours is wrong. It is believed that the selection criteria will widen the gap of achievement not close it. Funding should be focussed on the most deprived to give those children the best chance.

Q15. It is observed that no expectations are stipulated as to whether or not providers will have to demonstrate the impact of taking up the supplements.

Q 19. There are three levels of DLA that children can attract – these are not reflected in the proposals for a Disability Access Fund. Concerns are also raised that it is known that many children who are eligible for DLA are currently not accessing it (because of a moral standpoint for some families who do not wish to draw the benefit or because they are not yet ready to claim). The proposal will, in effect, push people into a benefit system. A moral principle is at stake. Also, it was suggested that the Disability Access Fund should be payable to funded 2 year olds.

Part 4: No question has been asked about the transition period for LAs to introduce the proposals to providers.

ACTION: LW to add these observations to the response.

JP offered an additional response to the consultation. He pointed out that the proposals do not reflect or recognise that providers operate on differing basis. For example, charities get an 80% rate discount, some don't pay rent or rates, and therefore the base rate is not equal to all.

As the consultation document is 60 pages long, LW, AB and JP have also compiled a 2 page fact-sheet to summarise the Government's proposals in context to Wiltshire's current position. This has been emailed to all registered childcare providers. All providers are encouraged to respond to the consultation.

A brief discussion was also held over the future of the Inclusion Support Fund. It is currently funded by the High Needs block (which is under considerable pressure) and consideration will need to be given to allocate funds from the early years block to support the ISF. This will consequently place pressure on the SFF hourly rate calculations. Agreed that Angela Everett (SEND Locality Manager) needs to attend the next EY Reference Group meeting to discuss the ISF and how it would operate going forward.

ACTION: AB to invite Angela Everett to the next meeting. Group to discuss ISF at next meeting.

Other issues in setting the 2017/18 hourly rates (which should be posed to the sector) are:

- Do we offer an enhanced rate for those delivering the 30 hours per week?
- Do we move away from passing 100% through to settings in order to fund the ISF?
- On what basis and how much should Wiltshire set the ISF rates?

The School Forum's December meeting will agree any changes to the local EYSFF following consideration by this group in November. The hourly rate for providers will be confirmed at the January 2017 Schools Forum meeting following the funding settlement in mid to late December

6.0 Safeguarding

There has been some confusion over whether the 'existing injury' form should be completed by staff and not the parent.

ACTION: AB to seek advice from Safeguarding Advisor Hélène Schwartz and share this with all.

Also, OFSTED have advised that it is good practice for settings to liaise with each other if they record 2 safeguarding concerns for a child they share care for. Over a 6 month period, if a child has 3 safeguarding concerns logged then they should be referred to the MASH. Shelley Hibbard (Early Help Advisor) has recently joined the MASH to assist settings with deciding when and to whom a child should be referred to. She has not been employed to advise on safeguarding procedures, this role falls to Childcare Officers and Hélène Schwartz.

ACTION: AB to invite Shelley Hibbard to a future meeting to further inform them of her role.

7.0 Children's Centre update

No update supplied.

8.0 Childcare Team update

The team will be concentrating on safeguarding over the coming year to support providers in feeling confident about referring children to the MASH and other organisations. A letter will be going out shortly to remind providers of their responsibility to refer to the MASH team.

The team will also be working on the expansion to 30 hours to ensure that we have sufficient quantity of provision to meet parent demand.

Other aspects that the team will be working on:

- Work will gather in pace on compiling the latest Childcare Sufficiency Report (due April 2017)
- The take up of our Childminder Quality Improvement scheme (which is slowly increasing)
- To look at the Workforce Development strategy that is anticipated before Christmas
- To look at the impact of the updates in relation to the Statutory Framework of the Early Years Foundation Stage which are due soon

9.0 Confirmed dates for future meetings

Date	Day	Time	Venue
18 November 2016	Friday	10.00 – 12.00	Lacock Room, County Hall, Trowbridge
3 February 2017	Friday	10.00 – 12.00	Lacock Room, County Hall, Trowbridge

10.0 Any other business

JB wanted to know what the alternative was now that Wiltshire Pathways was no longer available. AB said that advice about this would be circulated with these minutesⁱ. Concern was also raised that insufficient SEND training was available – AB assured those present that this was being reviewed.

AH raised concern that a nursery setting had had their provision promoted via the Early Years FaceBook page, it was explained that all providers had the option to use this medium to promote their business (at the cost of £100 per year).

EW reported that a new and improved Early Years Tracker will shortly be distributed to all settings and apologised that there had been a small delay in its issue. The testing of its new functionality had taken longer than anticipated.

ⁱ **From the 22 July 2016, you will no longer be able to book courses via Wiltshire Pathways.** Please email wscbtraining@wiltshire.gov.uk with your booking and we will manually book you on until the new

website is up and running. For course information and dates, please refer to our training brochure:
[WSCB_Training_Brochure2016-17.pdf](#)

Please ensure that training is only booked on by the appropriate people. Advanced and Foundation Level training is not open to all staff in a setting, it is only available for Designated Leads for Safeguarding and their Deputy.

Wiltshire Council

Schools Forum

6 October 2016

Report from the School Funding Working Group

Purpose of report

1. To report on the meetings of the School Funding Working Group held on 5th July 2016 and 20th September 2016.

Main considerations for School Forum

2. The minutes of the meetings are attached at Appendix 1 and 2.

Key Issues from the Meeting of 5th July 2016

3. In relation to the requests for split site allowances for two schools the working group agreed the following:

Greentrees Primary School

On consideration of the schedule of costs submitted by the school it was agreed that:

- a) The majority of costs were associated with the increase in size of school;
- b) The school had received additional funding from the Growth Fund to reflect the initial increase in pupil numbers
- c) There would therefore be no recommendation to Schools Forum to amend the Wiltshire formula in future years. The formula for 2016-17 is already in place and therefore cannot be changed.
- d) It was further agreed that it would not make sense to propose a change to the local formula whilst details of the proposed national funding formula were still awaited.

Exeter House School

It was agreed that split site funding should not be allocated to Exeter House School for the following reasons:

- a) There is no formal mechanism for the allocation of a split site allowance within the High Needs Block
- b) That the original business case was supported by the LA on the basis that it did not build in any assumption of additional split site funding and was affordable within the estimated place and top up funding allocated to the school

- c) That the proposal does not require the expansion of place numbers at the school. The SEN strategy does not propose an increase in capacity as a result of the use of the John Ivie Centre.
4. A discussion took place on the current mechanism for funding exceptional numbers pupils with statements/EHCPs in schools. It was agreed that a proposal should be brought to the October Schools Forum meeting to amend the exceptional SEN formula to allocate funding to schools where more than 10% of pupils in any year group have a statement/EHCP (excluding pupils in Resource Bases/ELP) with a cap of £100,000 on the amount to be paid in any one year.
5. In relation to the delegation/de-delegation of funding for specific services to maintained schools the group considered a potential timetable for the full delegation of budgets to schools in line with the government requirement for 100% delegation of schools block funding by April 2019. It was noted that no further guidance had been received but it was agreed that work should continue in line with the initial government proposals. The proposed timetable is as follows:

Budget	Proposed Year of Delegation	Notes
Maternity Costs	2017-18	Early delegation but schools will need guidance on the costs they will be expected to meet.
Free School Meals Eligibility Service	2017-18	Would need to be delivered on fully traded basis – expectation that most schools will purchase. Noted that the service will be included within the Traded Services review which will determine final timescale
SIMS Licence	2017-18	Already agreed by Schools Forum
HCSS Licence	2019-20	LA currently requires maintained schools to use HCSS therefore delay delegation
Subscriptions	2017-18	
Trade Union Facilities Costs	2019-20	Concern about the impact on the Wiltshire Collective Agreement if the budget is delegated and schools do not pay in
Schools Contingency Budget	2017-18	
Behaviour Support Services	2018-19	Propose delegate in year 2 – to give momentum to the work on traded services and ensure services not left without a plan. Final timescale will need to fit within outcomes of development of traded services

Key Issues from the Meeting of 20th September

6. In relation to the report on Schools Revenue Balances 2015-16 it was agreed to propose to Schools Forum that Wiltshire Council incorporate the School Financial Management Statement in the Wiltshire Scheme for Financing Schools, including it as part of the compliance process.
7. The working group considered the proposal that the guidance for Enhanced Learning Provision (ELP) in secondary schools should be reviewed and agreed to recommend to Schools Forum that the review should be actioned.

Proposals

8. That Schools Forum notes the minutes of the School Funding Working Group meeting.
9. That Schools Forum do not agree to amend the current formula for split site allowances for mainstream schools (*paragraph 3*)
10. That Schools Forum do not agree to allocate a split site allowance from the High Needs Block for Exeter House (*paragraph 3*)
11. That in considering proposals for the delegation and de-delegation of budgets to maintained schools, Schools Forum note the recommendations of the School Funding Working Group (*paragraph 5*)
12. That Wiltshire Council incorporate the School Financial Management Statement in the Wiltshire Scheme for Financing Schools, including it as part of the compliance process (*paragraph 6*).
13. That in considering the proposal to review ELP guidance, Schools Forum note that the Schools Funding Working Group is in support of the proposal (*paragraph 7*)

Report author: Liz Williams, Head of Finance

01225 713675 elizabeth.williams@wiltshire.gov.uk

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School Funding Working Group Meeting

5th July 2016, 8:30am

Cullum Room – County Hall

MINUTES

1	<p>Split Site Allowances</p> <p>GD presented 2 requests from schools to be considered for allocation of a split site allowance:</p> <p>Greentrees Primary School</p> <p>As part of the expansion of Greentrees Primary school in Salisbury additional classrooms have been opened on a separate site. The site is approx. 600 yards from the existing school and separated by a public highway however the criteria for the current split site allowance in the Wiltshire local funding formula are not met. Allocation of split site allowance in this case could only happen if the Wiltshire formula is changed.</p> <p>On consideration of the schedule of costs submitted by the school it was agreed that:</p> <ol style="list-style-type: none"> 1. The majority of costs were associated with the increase in size of school regardless of whether or not it was across more than one site; 2. The school had received additional funding from the Growth Fund to reflect the initial increase in pupil numbers 3. There would therefore be no recommendation to Schools Forum to amend the Wiltshire formula in future years. The formula for 2016-17 is already in place and therefore cannot be changed. 4. It was further agreed that it would not make sense to propose a change to the local formula whilst details of the proposed national funding formula were still awaited. <p>Exeter House School</p> <p>A proposal for a split site allowance to support the relocation of post-16 provision at Exeter House School in to the John Ivie Centre had been considered by Schools Forum at the June meeting and delegated to the Schools Funding Working Group for further discussion and decision.</p> <p>It was noted that the original proposal for use of the additional building had not included a requirement for a split site allowance with the proposal being affordable within existing place and top up funding. It was further noted that the number of planned places at</p>	
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	<p>the school would not be increasing and that the school was not currently at full capacity.</p> <p>It was agreed that split site funding should not be allocated to Exeter House school for the following reasons:</p> <ol style="list-style-type: none"> 1. There is no formal mechanism for the allocation of a split site allowance within the High Needs Block 2. That the original business case was supported by the LA on the basis that it did not build in any assumption of additional split site funding and was affordable within the estimated place and top up funding allocated to the school 3. That the proposal does not require the expansion of place numbers at the school. The SEN strategy does not propose an increase in capacity as a result of the use of the John Ivie Centre. 	
2	<p><i>High Needs Block – Formula for Exceptional Numbers of Statements</i></p> <p>EW outlined that within the High Needs Block it is possible to include a mechanism for supporting schools with higher numbers of pupils with statements/EHCPs where those numbers may not necessarily be recognised in the main school formula. Expenditure under the current mechanism, which funds schools with more than 3.5% of NOR with statements, had increased in the last year. At the previous meeting of the School Funding Working Group it had been suggested that it would be sensible to consider the numbers of pupils with SEN in individual year groups rather than across the school as a whole.</p> <p>GD outlined the results of modelling work that had been carried out to date. The work had assumed a cap of £100,000 for this formula factor and used October census data to identify the numbers of pupils with statements/EHCPs in each year group.</p> <p>It was agreed that a proposal should be taken to the October meeting of Schools Forum to amend the exceptional SEN formula to allocate funding to schools where more than 10% of pupils in any year group have a statement/EHCP (excluding pupils in Resource Bases/ELP) with a cap of £100,000 on the amount to be paid in any one year. It was agreed that there should be no de-minimis level so even amounts of less than £1,000 should still be paid.</p>	GD
3	<p><i>De-delegated Budgets</i></p> <p>The Group considered a summary of the budgets that are currently de-delegated on behalf of maintained schools. Whilst no further details have been received in relation to the government's proposals for a national funding formula it was agreed that we</p>	

should be working towards the proposed timetable of 100% delegation by April 2019.

As a general principle the group confirmed that if it was possible to delegate budgets earlier than 2019 this should be done.

The following proposed timescale was agreed:

Budget	Proposed Year of Delegation	Notes
Maternity Costs	2017-18	Early delegation but schools will need guidance on the costs they will be expected to meet.
Free School Meals Eligibility Service	2017-18	Would need to be delivered on fully traded basis – expectation that most schools will purchase. Noted that the service will be included within the Traded Services review which will determine final timescale
SIMS Licence	2017-18	Already agreed by Schools Forum
HCSS Licence	2019-20	LA currently requires maintained schools to use HCSS therefore delay delegation
Subscriptions	2017-18	
Trade Union Facilities Costs	2019-20	Concern about the impact on the Wiltshire Collective Agreement if the budget is delegated and schools do not pay in
Schools Contingency Budget	2017-18	
Behaviour Support Services	2018-19	Propose delegate in year 2 – to give momentum to the work on traded services and ensure services not left without a plan. Final timescale will need to fit
EMAS		
Traveller's Educations		

	Services		within outcomes of development of traded services	
4	<i>DSG Historical Commitments Return</i>			
	EW outlined that a return had been submitted to the EFA outlining all of the historical commitments currently funded from the proposed central DSG block. The EFA had asked for more evidence to support the commitments and this was currently being collated. It was agreed that a report will be brought to Schools Forum in October outlining the current commitments and feedback from the EFA.			EW
4	<i>Date of Next Meeting</i>			
	To be set once details of the next stages of the DfE consultation are issued.			

School Funding Working Group Meeting

20th September 2016, 8:30am

Longleat Room – County Hall

MINUTES

Present: Liz Williams, Grant Davis, Jane Ralph (for item 2), Martin Watson, Catriona Williamson, Neil Baker, John Hawkins

Apologies: Phil Cook

1	<p>Minutes from Previous Meeting</p> <p>The minutes of the meeting of 5th July were reviewed.</p> <p>Split Site Allowance, Greentrees Primary School. It was confirmed that the recommendation to Schools Forum was that the formula for split site allowances should not be changed.</p> <p><i>Action</i> GD to review whether pupil growth would necessitate use of estimated numbers in the budget calculation for the school in 2017-18</p> <p>De-delegation of budgets – it was noted that since the meeting on 5th July the government had announced that it would not be implementing the national funding formula for schools in 2017-18. It was agreed that the requirement to delegate 100% of the Schools Block is still likely to be the direction of travel and so the recommendations from the last meeting should still be presented to Schools Forum in October. It was further noted that the DSG operational guidance for 2017-18 does require a decision to be made on de-delegation for the next financial year.</p> <p><i>Action:</i> It was agreed that indicative costs of maternity pay would be provided to support the Schools Forum discussion</p>	GD
2	<p>Schools Revenue Balances 2015-16</p> <p>JR presented a report summarising revenue surpluses and deficits for the financial year 2015-16 for maintained schools.</p> <p>It was noted that the proportion of Wiltshire schools with surpluses over 15% of budget would not trigger further investigation under the DfE criteria. The group also noted the trend of increasing revenue balances year on year and the increased numbers of schools with surpluses continuing for more than 5 years. It was further discussed that whilst there is an increase in the numbers and levels of surpluses at primary level, the picture for secondary schools is very different with increasing levels of deficit in some maintained secondary schools. GD confirmed that he was leading a piece of work to look at curriculum models in a number of smaller secondary schools, both in deficit and not in deficit, and that he was also looking to share that work with colleagues in Hampshire who are experiencing a similar position with secondary schools in financial deficit.</p> <p>NB asked about the returns from schools indicating that governing bodies had discussed the year end balances. JR confirmed that there</p>	EW

	<p>had been a limited number of returns from schools at the end of 2015-16. It was agreed that returns should be required from all schools where levels of balances were highlighted as “red” or “amber” (with voluntary returns from schools highlighted as “green”) and that this should be monitored as part of the compliance monitoring each year.</p>	
3	<p>Early Years Block 2017-18</p> <p>EW presented a report on the proposed changes to the funding for the Early Years Block in 2017-18 and the implementation of the extension of the entitlement to free childcare to 30 hours for children of working parents.</p> <p>The DfE proposals include:</p> <ul style="list-style-type: none"> • A national formula to distribute funding for 3 & 4 year olds (including the extended entitlement) to local authorities • Changes to the way in which LAs should allocated funding to providers • Changes to the way in which children with SEN and Disabilities are funded. <p>A response to the consultation had been agreed by the Early Years Reference Group and this would be circulated with the Schools Forum papers.</p> <p>It was noted that Wiltshire has already implemented some of the required changes but that it would still be necessary to review the local Early Years Single Funding Formula (EYSFF). EW stated that it was proposed to bring options to Schools Forum in December so that the formula for 2017-18 could be agreed.</p> <p>The group discussed the various supplements that would now be allowable in the EYSFF and confirmed Wiltshire’s general approach which has been to maximise per pupil funding and keep any local formula as simple as possible.</p> <p>The group also discussed the additional costs associated with the extended entitlement including</p> <ul style="list-style-type: none"> • Administration - the LA would be responsible for identifying and confirming the eligibility of children • Inclusion funding – the affordability of any increase in the Inclusion Fund would need to be reviewed 	EW
4	<p>High Needs Block</p>	
4a	<p>The Group considered a report on activity and expenditure on post-16 students with high needs. The report demonstrated how numbers of students had increased whilst expenditure had decreased as more students are accessing local college provision rather than out of county placements in Independent Specialist Providers.</p>	
4b	<p>EW presented a report from Susan Tanner proposing a review of the Enhanced Learning Provision guidance to ensure that it;</p> <ul style="list-style-type: none"> • Contributes to the need for financial efficiency 	

	<ul style="list-style-type: none"> • Is aligned with the reforms set out in the Children and families Act 2014 • Is in accord with the new Wiltshire SEN Banding arrangements • Facilitates the best transitions for Wiltshire's young people <p>It was agreed that the recommendation of the group was that the review should be actioned.</p>	
5	<p>Schools Block 2017-18</p> <p>GD presented a report outlining the DSG baselines for 2017-18 funding and the main changes arising from the recently published DSG Operational Guidance for 2017-18.</p> <p>GD explained that there were some changes to the High Needs Block for 2017-18 but that the additional funding for places in FE colleges was simply money that had previously been paid directly to colleges by the Education Funding Agency (EFA) and therefore was not new money.</p> <p>GD outlined the calculation of the 2017-18 DSG baseline. The group requested that the 16-17 allocation be included in the table when presented to Schools Forum so that any movement from year to year could be identified.</p> <p>A discussion followed about the proposed changes to the funding for services previously supported by Education Services Grant (ESG) with the funding for the Retained Duties element of ESG being transferred in to central DSG and the funding for the General Funding element being removed from September 2017. GD explained that further guidance is awaited from the DfE on the services included in the general funding element.</p>	GD
	<p>Date of Next Meeting</p> <p>22nd November 2016, 8:30am, County Hall, Trowbridge</p>	

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Wiltshire Council

Schools Forum

6 October 2016

EARLY YEARS BLOCK 2017-18

Purpose of the Paper

1. To update Schools Forum on DfE proposals for changes to the funding for the free entitlement to childcare for 3 & 4 year olds and the extension to 30 hours of free childcare for children of eligible working parents.
2. To consider the implications of the proposed changes for the Wiltshire Early Years Single Funding Formula (EYSFF).

Main Considerations

3. In August the DfE issued a consultation document on an Early Years National Funding Formula and changes to the way the 3 and 4 year old entitlements to free childcare are funded.
4. The attached fact sheet (Appendix 1) drafted for providers summarises the main proposals which are split in to 3 main areas:
 - How the funding is allocated to Local Authorities
 - How LAs distribute funding to early years providers
 - How funding for children with SEN and Disabilities is allocated
5. Responses to the consultation were due on 22nd September and the Early Years Reference Group met on 16th September to consider Schools Forum's response, which was submitted on 19th September. The response agreed by the group is attached as Appendix 2 to this report. In general the response supports the implementation of a national funding formula and details some concerns about the specific proposals for the distribution of funding to providers and the principles for the extended entitlement.
6. The key implications for the Wiltshire EYSFF include:
 - a) There is a requirement for a universal base rate per hour for all provider types. Local formulae will no longer be able to allocate different hourly rates for PVI, maintained nurseries and child minders. Wiltshire has already implemented a universal base rate.

- b) There will be a requirement to passport at least 95% of the early years block to providers to support the free entitlement. This is referred to as 95% pass-through in the consultation document. Wiltshire has 100% pass-through of the early years block. However, Schools Forum will need to consider the continued sustainability of this in relation to any increases required to the Inclusion Support Fund and the increased administration costs of implementing the extended entitlement to children of working parents.
 - c) A number of new supplements have been identified for potential inclusion in local formulae. In addition to Deprivation and Rurality/Sustainability LAs will also be able to include supplements for Flexibility, Efficiency and to support the provision of the extended entitlement. It will be necessary to review the Wiltshire EYSFF to look at the impact of including such supplements.
7. It is anticipated that Wiltshire will receive an increase in funding per pupil per hour and this will need to be taken in to account in the review of the formula.
 8. It will also be necessary to review the operation of the inclusion support fund in terms of how funding is allocated and the affordability of the fund. Currently the Wiltshire inclusion fund is funded from the High Needs Block which continues to be under pressure. There is an option to fund all or part of the inclusion fund from the Early Years block and this will need to be considered.
 9. The DfE consultation document acknowledges that local authorities will need to administer the extended entitlement and this is referred to as a legitimate call on the Early Years block. As part of the review of the EYSFF the costs of administering the entitlement will be calculated.
 10. It is proposed that options will be brought to the December meeting of Schools Forum so that changes to the formula can be agreed. Hourly rates can then be finalised at the January meeting following the announcement of the funding settlement.
 11. In reviewing the local EYSFF it will be necessary to look at the advantages that might be gained from including additional supplements to target funding against the current approach of maximising the funding that is distributed through the basic hourly rate.

Proposal

12. Schools Forum is asked to note the report and the response to the DfE consultation.
13. Schools Forum is asked to agree that the Wiltshire EYSFF should be reviewed in the context of the DfE consultation and that proposals will be brought to the December meeting. The outcome of the review will include options for changes to the EYSFF and in relation to the % pass-through of funding.

Report Author: Liz Williams, Head of Finance

Tel 01225 713675, e-mail elizabeth.williams@wiltshire.gov.uk

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Government Consultation**An Early Years National Funding Formula and changes to the way three- and four-year-old entitlements to childcare are funded****Fact Sheet for Early Years Providers in Wiltshire**

The government has issued a consultation on moving towards a national funding formula for funding the free entitlement to childcare for 3 and 4 year olds and the extension of the free entitlement from 15 to 30 hours a week for working parents. The consultation was issued on 11th August 2016 with a response date of 22nd September 2016.

The consultation includes proposals to change:

- A. The way in which national funding is distributed to local authorities
- B. The way in which funding is passed from local authorities to providers
- C. The way in which funding for SEN and Disabilities in early years settings is allocated

A – DISTRIBUTION OF FUNDING TO LOCAL AUTHORITIES

- The government is proposing to introduce a national funding formula to allocate funding to local authorities
- This will include additional investment of £1 billion by 2019-20 to support the implementation of the extension of the entitlement from 15 to 30 hours for children of eligible working parents
- The increased funding will support an increased national average hourly rate of £4.88 (including Pupil Premium)
- Wiltshire currently receives funding at an average value of £3.84 per hour which is then allocated to providers through a base rate of £3.81 per hour plus supplements for deprivation, sustainability and pupil premium grant where applicable. It is estimated by the Government that Wiltshire's funding will increase to an **average of £3.97** per hour including supplements and pupil premium grant, meaning Wiltshire will still be a relatively low funded Council.
- It is proposed that no changes will be made to the mechanism for distributing funding for 2 year olds however there will be an increase in the hourly rate.

B – ALLOCATION OF FUNDING TO PROVIDERS

- Local authorities will be required to pass through a minimum of 95% of funding through to providers. Wiltshire already exceeds this requirement.
- Local authorities will be required to set a universal hourly base rate for all types of provider. Wiltshire has already moved to a single rate for all providers
- A Council's local formula will be able to include supplements for
 - Deprivation
 - Rurality
 - Flexibility
 - Efficiency
 - Supporting the delivery of the additional 15 hours
- All authorities will work with their Schools Forum and early years representatives to set local formulae that meet the needs of their area within the available funding.

C – ALLOCATION OF FUNDING TO SUPPORT CHILDREN WITH SEN AND DISABILITIES

- It is proposed to create a Disability Access Fund which will be paid to all providers for each child in receipt of Disability Living Allowance taking up a place in their setting. £12.5m will be allocated nationally for this fund. Councils will pass this funding directly to providers for eligible children.
- All local authorities will be required to have an Inclusion Fund in place. It is expected that the allocation of this funding to providers would largely be on the basis of “top ups” on a case by case basis. Wiltshire already has an Inclusion Support Fund in place and will need to review its affordability in line with the extension of the free entitlement from September 2017
- Pupil Premium Grant will continue as in previous years

NEXT STEPS

- The closing date for responses to the consultation is 22nd September 2016.
- The Early Years Reference Group will consider a response at its next meeting on 16th September and all providers are encouraged to respond to submit your own views. The response of the Early Years Reference Group will be circulated after the meeting if you would like to use that to support or inform your response
- The new formula is to be implemented from April 2017 therefore over the autumn period work will take place to review the Wiltshire Early Years Single Funding Formula (EYSFF) to ensure it complies with the new requirements and to consider whether any of the additional supplements should be incorporated – to date Wiltshire’s approach has been to maintain a simplified formula and to ensure the majority of funding is distributed through the basic hourly rate.
- The government will announce funding for 2017-18 in December 2016 and we will then be able to confirm the hourly rates to be used early in the new year.
- Work will continue within the Early Years and Childcare Team to ensure that Wiltshire is ready for the extension of the entitlement to 30 hours for children of eligible working parents.

If you require any further information please contact:

For questions relating to the funding consultation – Liz Williams, Head of Finance
ellizabeth.williams@wiltshire.gov.uk

For questions relating to the extension of the free entitlement - Early Years and Childcare Team 0300 003 4561 or earlyyears@wiltshire.gov.uk

Government Consultation**An Early Years National Funding Formula and changes to the way three- and four-year-old entitlements to childcare are funded**

Consultation issued: 11th August 2016

Response Date: 22nd September 2016

Background/Context for Wiltshire Response

- Wiltshire currently relies broadly on providers from the PVI sector and childminders, with only 6 maintained nursery classes.
- Wiltshire is a rural authority and therefore has a number of small providers, and currently does pay a rurality supplement within the local Early Years Single Funding Formula (EYSFF).
- Currently Wiltshire passports 100% of the Early Years block funding to pay for the free entitlement. Funding comes in to Wiltshire at an average of £3.84 an hour and this is what is paid out.
- Funding for 2 year olds is passported at the rate at which Wiltshire is paid – currently £4.97 per hour
- Wiltshire has already moved to a single universal base rate for all types of provider and therefore does not currently pay differential rates for different providers. The current universal hourly rate paid in Wiltshire is £3.81 per hour. Some providers will receive more than this depending on whether they qualify for supplements which are included in the EYSFF (deprivation, rurality, etc)
- Wiltshire already operates an Early Years Inclusion Support Fund but funds this from the High Needs Block of DSG funding, not from the Early Years block.

Proposals: Part 1:**Funding from central government to local authorities**

1. *Should there be an early years national funding formula (to distribute money from central government to each local authority)?*

Yes – we would agree that there should be a formula for distributing funding from central to local government. Current funding reflects historical provision and has not been updated to meet changes in need

2. *To what extent do you agree with the proposed funding floor limit, so that no local authority would face a reduction in its hourly rate of greater than 10%?*

We would agree that there should be floors within the formula to protect those LAs that would see a reduction in funding, there will always be gainers and losers in a move to a new basis for allocating funding.

Given the limited time between this consultation and implementation it will be difficult for those authorities that lose funding to plan for such a significant reduction whilst implementing the extension of the entitlement to 30 hours for children of eligible working parents.

3. *Should a universal base rate be included in the early years national funding formula?*

Wiltshire would agree with a universal base rate as it enables per pupil funding to be allocated on an equitable basis ensuring that in the distribution of funding money is following the pupil regardless of the mix of provision in an area.

4. *Is 89.5% of overall funding the right amount to be channelled through this factor?*

It is difficult to comment on whether 89.5% is the “right” amount however we would agree that the majority of the funding should be allocated on a per pupil basis as this helps keep the formula simple and transparent and ensures most of the funding is allocated for most of the pupils. It also mirrors the principles within the school funding formula which requires the bulk of funding to be allocated through pupil led factors.

5. *Considering an additional needs factor...*

- *Should an additional needs factor be included in the early years national funding formula?*
- *Do we propose the correct basket of metrics*
- *Do we propose the correct weightings for each metric?*

We would agree that there should be an additional needs factor and that the largest element of that should be driven by deprivation. The additional needs factor needs to be able to reflect differences between different areas whilst not being too complex. We would want metrics that reflect the characteristics of the eligible population of children. As such we would question the use of data for Key Stage 1 and 2 to distribute deprivation funding and would ask why it is not possible to use data which reflects the characteristics of the children attending settings, such as IDACI indicators. We would also question whether the implementation of universal infant free school meals may have impacted on the numbers of families declaring eligibility for FSM.

Difficult to comment on whether the split is correct although would agree the bulk should be on deprivation rather than the more specific measures of DLA and EAL. In developing a response to this consultation early years providers in Wiltshire have raised concerns that

- a. Parents are often not ready to claim DLA when their children are so young
- b. Use of DLA as a driver for funding pushes families towards a benefits system

6. *Considering an area cost adjustment...*

- *Should the early years national funding formula include an area cost adjustment?*
- *Should that adjustment be based on staff costs (based on the General Labour Market measure) and on nursery premises costs (based on rateable values)?*

We agree that there should be an area cost adjustment. We are disappointed to see the exemplifications indicate a very low ACA for Wiltshire that, in our view, does not seem to reflect the costs associated with being on the M4 corridor. It is important to note that in areas such as Wiltshire there are pockets, for example Salisbury, where rateable values are relatively high but this cannot be picked up in the average figure used for Wiltshire as a whole.

7. *To implement the increased hourly rate for the two-year old free entitlement....*
- *Should we retain the current two-year old funding formula?*
 - *Should we use the additional funding secured at the spending review to uplift local authorities' allocations based on this?*

We agree that the current two year old formula should be retained. The funding has only recently moved to the current participation basis and further change would not be helpful. Funding for two-year olds is to support the most vulnerable two-year olds within each local authority area and therefore any uplift in funding should be passed on to support LAs and providers in meeting the need.

8. *Considering the Dedicated Schools Grant....*
- *Should the free entitlement be capped at 30 hours for children of eligible working parents and 15 hours for all other children?*

It would be appropriate to cap the DSG funding to meet the statutory entitlement however this does not leave LAs with capacity to develop the market within their areas in order to support the sufficiency duty.

Wiltshire Schools Forum notes that as a point of principle the 30 hours free entitlement should be applied to those children and families in real need in the same way as the 2 year old funding is targeted. It is felt that the proposed methodology will widen rather than narrow gaps.

**Proposals: Part 2:
Local Authority Funding to Providers**

9. *Should Government set the proportion of early years funding that must be passed on to providers?*
10. *Do you think that 95% is the correct minimum proportion of the money that should be passed from local authorities to providers?*

We would agree that the majority of funding allocated through the national funding formula should be passed to providers.

It is difficult be prescriptive about what that level should be. Current spend patterns across the country vary and LAs have been able to treat expenditure on pupils with additional needs differently, for example by classifying spend against the high needs block or the early years block. If funds are held centrally with the agreement of Schools Forum, and after consultation with providers, then it may be appropriate for a different level of funding to be held centrally.

11. *Should local authorities be required to give the same hourly base rate to all childcare providers in their area?*

Wiltshire has already moved to a single hourly rate for all providers and would feel this approach best meets needs within the County. It may be easier in some areas than others to do this depending on the existing mix of provision. Wiltshire is an authority in which the bulk of provision is delivered through the PVI sector however where provision a greater proportion is in the maintained sector it may be more difficult to achieve this because of historical funding differences.

12. *Should local authorities be able to use funding supplements?*

Yes

13. *Should there be a cap on the proportion of funding that is channelled through supplements?*
14. *If you agree that there should be a cap on the proportion of funding that is channelled through supplements, should the cap be set at 10%?*

We would agree that there should be a cap on the proportion of funding channelled through supplements. This is in the interest of simplicity, transparency and in order to ensure that the majority of children attract the majority of the funding. Supplements should be delivered in such a way that they are able to target smaller amounts of funding to the areas of greatest need.

15. *Should the following supplements be permitted?*

Deprivation, sparsity/rurality, flexibility, efficiency, additional 15 hours

- *Deprivation* – yes agree this should be permitted
- *Sparsity/rurality* – yes, agree this is needed to ensure sustainability of provision in rural areas
- *Flexibility* – this is difficult to define and therefore runs the risk of being complicated, particularly as only small amounts of funding could be allocated via a supplement. Do not agree that this should be included.
- *Efficiency* – no, do not agree with this
- *Additional 15 hours* – the proposed use of a supplement to encourage providers to deliver the additional 15 hours goes against the principle stated elsewhere in the document that all hours, (universal and additional) are funded at the same rate. Inclusion of this supplement would be of the detriment of the hours funded for the universal element. Wiltshire would propose that for the first two years a similar approach should be taken as that for the implementation of the entitlement for 2 year olds with funding based on estimated uptake – this approach allowed LAs to flex the rate paid for the new entitlement for a transitional period prior to moving to participation funding. This ensures that funding for the new entitlement is used for that purpose and that funding for the universal entitlement is not diluted as a result.

16. *When using funding supplements should local authorities have discretion over the metrics they use and the amount of money channelled through each one?*

Yes

17. *If you agree that efficiency/additional 15 hours should be included in the set of supplements, do you have a suggestion of how it should be designed?*

We do not agree with the inclusion of these supplements and have proposed an alternative methodology for supporting the delivery of the additional 15 hours.

18. *If you think any additional supplements should be permitted which are not mentioned here please set out what they are and why you believe they should be included*

We would not agree with the inclusion of further supplements. The Wiltshire formula has been simplified in recent years to minimise the use of supplements and ensure a simple formula to support all children.

Proposals: Part 3**Meeting the needs of disabled children and children with special educational needs**

19. *Should there be a Disability Access Fund to support disabled children to access their free entitlement?*
20. *Should eligibility for the Disability Access Fund be children aged 3 or 4 which are (a) taking up their free entitlement and (b) in receipt of Disability Living Allowance?*
21. *When it comes to delivering the funding for the Disability Access Fund, is the most appropriate way the existing framework of the Early Years Pupil Premium?*

We would support the implementation of a Disability Access Fund and the proposed eligibility criteria.

It is proposed in the document that the total amount of funding for each eligible child is passed directly to providers and not added to the hourly rate. There needs to be a mechanism in place for funding to follow the child if the child changes to a different provider during the year.

We would question why the Disability Access Fund is only available for 3 & 4 year-old and not 2 year-olds.

22. *To what extent do you agree that a lack of clarity on how parents/childcare providers can access financial support results in children with special educational needs not receiving appropriate support? (we mean children who do not already have an EHCP)*

The key to ensuring this is not the case is the link with the Local Offer. LAs need to ensure that there is clear signposting and pathways to identify what support is available – the issue is not necessarily a lack of financial support or a lack of clarity about financial support

23. *When it comes to establishing an inclusion fund....*
 - *Should local authorities be required to establish an inclusion fund?*
 - *Would an inclusion fund help improve the supply of appropriate support children receive when in an early years setting?*
 - *If you envisage any barriers, arising from existing practice or future proposals, to introducing a new requirement on local authorities to establish an inclusion fund, please tell us what they are and how they might be overcome.*

Wiltshire already has an inclusion support fund in place and believes that it has already helped improve the supply of support that children receive. The key issue moving forward is how that fund is funded to support the increased requirement of the additional hours to ensure that needs can be met over the extended provision. Currently Wiltshire funds the inclusion support fund from the high needs block but continued pressure on this funding block will mean that a contribution may be required from the early years block. This will impact on the hourly rate that can be paid to providers for the existing and extended entitlement.

24. *When it comes to the SEN inclusion fund, should local authorities be responsible for deciding....*
 - *The children for which the inclusion fund is used?*

- *The value of the fund?*
- *The process of allocating the funding?*

Yes

25. Where specialist SEN or SEND services are delivered free at the point of use, should they be considered as funding passed directly to providers for the purposes of the 95% pass through?

We believe that LAs should be able to retain funding centrally for specialist services delivered free to providers at the point of use

**Proposals: Part 4:
Transition to new funding arrangements**

26. *To what extent do you agree with the transition approach proposed for the Early Years National Funding Formula (money distributed from government to local authorities)*

We agree that there needs to be a transitional approach to support those authorities that will lose funding. We would have some concerns over the limited time to plan for reductions or changes in 2017-18

27. *To what extent do you agree with the transition approach for the high pass-through of early years funding from local authorities to providers?*

Again, we agree that transition is necessary. Wiltshire already meets the requirement but for those LAs that hold more funding centrally it may require time to move even to the 93% and there may be costs associated with doing so.

28. *To what extent do you agree that our proposals on the high pass-through of funding from LAs to childcare providers makes the existing MFG for early years unnecessary*

The proposals are simpler than a MFG Arrangement and two transitional arrangements would be too complicated, however see comments above on the pass-through.

29. *To what extent do you agree with the transition approach proposed for introducing the universal base rate for all providers in a local authority area?*

Wiltshire would generally support a transitional approach.

Wiltshire Council

Schools Forum

6 October 2016

High Needs Update Report

Purpose of report

1. To provide an update on savings implemented within the 2016-17 high needs budget.
2. To provide an update on placements in Independent Special Schools as requested at the previous meeting.

Main considerations for School Forum

Savings 2016-17

3. At the March 2016 meeting Schools Forum agreed a reduction in top-up rates for mainstream schools, Resource Bases and Special Schools. The overall impact of the reductions was estimated to be a saving of approximately £0.9m compared with 2015-16.
4. Appendix 1 contains a table analysing spend and activity on top ups in 2016-17 compared with the outturn in 2015-16. It is estimated that expenditure will be £0.972m lower in 2016-17 than in the previous year whilst activity has increased by 58.8 full time equivalents. Further analysis indicates that this reduction arises from savings in unit costs amounting to £1.845m compared with 2015-16, which are partially offset by an increase in activity which results in additional costs of £0.874m.
5. The biggest increases in activity are in post-16 numbers and pupils in mainstream schools (named pupil allowance payments). The activity and costs at post-16 are analysed further in a separate report on this agenda.

Analysis of Independent Special School (ISS) Placements

6. At the previous meeting Schools Forum requested a breakdown of ISS placements. The data in Appendix 1 indicates that expenditure in 2016-17 is projected to be £3.925m compared with £3.619m in 2015-16.
7. In 2016-17 there are 109 children in ISS placements. Taking in to account starters and leavers during the financial year this equates to 101.31 full time equivalent placements. Of the children currently

placed, 27 are girls and 82 are boys. 88 children are in day or 38 week placements and 21 in placements identified as boarding, weekly or 52 week placements.

8. The age profile of pupils in ISS placements in the current financial year is as follows:

Breakdown of numbers and spend by age		
Age	Number	£
5 - 7	4	189,076
8	4	251,058
9	2	87,207
10	6	180,307
11	10	276,741
12	16	543,644
13	13	538,643
14	19	682,723
15	19	908,087
16	15	262,006
17	1	5,264
Total	109	3,924,756

9. Breakdown of numbers and spend by type of need is as follows:

Breakdown of numbers and spend by Need		
Need	Number	£
MPDD	1	8,257
SEMH	1	83,608
PMLD	1	104,163
MLD	8	141,345
PD	7	159,058
SLD	5	230,370
HI	13	302,883
SPLD	16	365,130
SLCN	13	407,265
ASD	21	1,056,258
BESD	23	1,066,420
Total	109	3,924,756

10. The biggest area of spend is for ASD and BESD placements. Expenditure on BESD placements has increased from £0.881m in 2015-16 to £1.066m in the current year.

Proposals

11. That Schools Forum notes report.

Report author: Liz Williams, Head of Finance

01225 713675 elizabeth.williams@wiltshire.gov.uk

Wiltshire Council

Schools Forum

6 October 2016

High Needs Post 16 Data Analysis and Funding Report

Purpose of the Report

1. To report to Schools Forum on the analysis of activity and spend on the Post-16 high needs element of the High Needs Block.

Background

2. Prior to the academic year 2013/14 post-16 funding went directly from the Education Funding Agency (EFA) to providers. The EFA have not released any information on placement costs or total spend for this period.
3. Post-16 high needs funding became the responsibility of the LA from September 2013. To support this, funding was transferred into the Dedicated School Grant (DSG) High Needs Block (HNB). The additional allocation for Wiltshire in the financial year 2013-14 was £3.542m although it is understood that significantly more was spent on placements at that time.

Main Considerations

Increase in number of high needs learners:

4. There has been a significant increase of 51% in the number of post-16 high needs learners over the last three years (from 247 to 373). This increase can be attributed to a number of factors, including;
 - The raised participation age
 - A better understanding of high needs
 - Better record keeping by local colleges
 - The reforms of the Children and Families Act 2014, allowing for some high needs learners to remain in education up to the age of 25.
5. Whilst there are likely to be increases in the numbers of high need learners over the next two to three years it is anticipated that the rise will not be as steep. Current projections for 2016-17 are 388 (an estimated 57% increase since 2013-14).

Decrease in overall spend:

6. However, despite this increase in numbers of high need learners, the total amount spent on post-16 high need provision has decreased by 30% (from £6,199,989 in 2013-14 to £4,356,810 in 2015-16), a saving of £1,843,179.

7. The projection for the year 2016-17 is a further 17% decrease, bringing spend down to £3,607,633; a projected saving of £2,592,356. (Please note these totals are for academic years)

8. These savings can be attributed to

- The introduction of outcomes-based commissioning

The commissioning team have worked closely with local colleges and providers to support them in developing their offer in line with local commissioning requirements, and to improve quality. All local providers included within the Wiltshire Post 16 Local Offer are now rated good or outstanding.

- The implementation of banded funding across local colleges and some independent sector providers (ISPs).

Post-16 students are now funded on the basis of the banded funded mechanism agreed for all school places (where previously individual packages and fees would have been negotiated for each student). Banded funded was initially introduced for students at Wiltshire College, but has now expanded to include other FE colleges and three local ISPs. This has allowed both the local authority and providers to significantly reduce the bureaucracy that previously surrounded Post-16 placements, enabled speedier placement decisions, and made it significantly easier for learners and their parent carers to exercise choice and control.

- Increase in learners attending local colleges

As a result of outcomes-based commissioning and increased quality at local providers there has been a 119% increase in the number of learners attending local provision (from 142 learners in 2013-14 to the current projection of 311 in 2016-17).

There has been a decrease of 52% in the number of learners attending ISPs (from 67 students in 2013-14 to a projection of 32 for the next academic year); and a decrease in the number of residential placements from 43 to 12 during 2015-16. It is anticipated that there will be a further decrease in the numbers of ISP placements in the year 2016-17.

- Negotiated decreases in the cost of ISP

In the academic year 2013-14 the total cost of ISP was £3,779,940 for 67 learners (an average of £56,417 per learner). The projection for the next academic year is £768,391 for 32 learners (an average of £24,012).

Only four new ISP placements have been agreed for 2016-17, one based on learner and parental choice (costs being comparable to local provision), one based on location (nearest specialist provision with a small cost increase), and two cases settled before reaching tribunal (based on case law and Barrister advice).

2016-17 and Beyond:

9. Whilst the team will continue to explore every opportunity to reduce costs it is not anticipated that any further savings can be made across local colleges and ISPs in the foreseeable future.
10. Learner placements in independent special schools (ISS) are a continued cause for concern. Over the past three years the number of high needs learners in Post-16 ISS has increased slightly (from 38 in 2013-14 to 45 in 2015-16). For the next academic year 14 Post-16 placements have been agreed, all 14 learners had been placed in these providers prior to the age of 16. Typically Post-16 places in ISS are agreed so that learners remain with their peers and in established social/ friendship groups. Placement in an ISS pre-16 makes transition to Post-16 provision which is part of the local offer less likely, and severely restricts capacity to negotiate fees for Post-16 provision.
11. Local specialist school provision capacity is currently severely restricted for a number of reasons, including
 - Lack of places in special schools
 - Lack of the right places, that is places that meet identified demand
 - Distance to travel is often a barrier to attendance at a local specialist provision

The key to managing spend within the high needs block is to ensure that the right local provision is available to high needs learners across the sector. A reduction in ISS placements will, in itself, do much to ease the pressure on the budget, and will also facilitate, indirectly, a reduction in the number of Post-16 high needs placements made as a consequence of a pre-existing ISS placement, further easing pressure.

Proposals

12. Schools Forum is asked to note this report.

Report Author: Susan Tanner, Head of Commissioning & Joint Planning

Tel: 01225 713563

e-mail: susan.tanner@wiltshire.gov.uk

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Wiltshire Council

Schools Forum

6 October 2016

Exceptional Numbers of Statements Formula

Purpose of report

1. To outline the current formula for funding schools where there is an exceptional number of statements/EHCP's in a school and the associated implications for the High Needs budget, costs, along with proposals for the future funding of this factor.

Background

2. Wiltshire has for a number of years recognised that some schools attract a higher proportion of pupils with statements/EHCP's than others. The formula provides additional funding to schools where the number of statemented pupils is equivalent to 3.5% of the school population (based on the October census).
3. The exceptional statements/EHCP's funding is paid from the High Needs Block and does not form part of the Wiltshire funding formula. The exceptional statement/EHCP funding is made in accordance with the High Needs Operational Guidance.
4. The Schools Funding Working Group (SFWG) has previously given consideration to the funding of exceptional statements/EHCP's, due to the increasing number of schools entitled to the funding, leading to the factor no longer being deemed 'exceptional'.

Year-on-Year Position

5. The funding for this factor has grown over the last four financial years and the table below sets out the numbers of schools entitled to the funding and the amounts awarded annually.

Year	Schools Entitled	Total Awarded
2012/13	2	£20,309
2013/14	8	£34,914
2014/15	8	£45,817
2015/16	14	£151,812

6. As the factor is for 'exceptional' numbers of pupils with statements/EHCP's, 3.5% of pupils with a statement in a school can no longer be deemed exceptional. In addition, the cost pressures in the High Needs Block do not allow for the expenditure to increase indefinitely.
7. As the current position cannot be sustained, SFWG were consulted with regard to the mechanism of the formula in its current guise to ensure that the formula was fit for purpose and helped address the actual need within schools.

Schools Funding Working Group Proposals

8. At the May 2016 meeting of the SFWG, it had been suggested that looking at statemented pupils across the whole school population may not be the most appropriate method and that considering the statements/EHCP's by year group may be more appropriate.
9. A particular bulge in one year group with a high number of statemented pupils could be masked by the wider school population. SFWG requested that additional analysis be undertaken to look at the number of statements/EHCP's by year group, for each school as allocating funding using the individual year.
10. After giving consideration to the level of future funding for this factor, it was agreed that capping the amount awarded would be appropriate in order to provide certainty regarding the level of funding and commitment from the High Needs Block.
11. Modelling of the number of instances where schools had individual classes exceeding the 3.5% threshold for statemented pupils was presented to SFWG, along with options of 5%, 10%, 15% and 20%. The results are summarised below in the table, based upon the application of a total cap of £100,000.

	3.5%	5%	10%	15%	20%
No. of Schools Entitled	148	109	34	12	7
Range of Funding	£10 - £4,473	£42 - £6,285	£303 - £12,791	£1,723 - £18,092	£6,452 - £29,032

12. The recommendation of the SFWG was for the exceptional statements/EHCP's formula to allocate funding as follows;
 - where more than 10% of pupils in any year group have a statement/EHCP
 - a cap of £100,000 on the amount to be paid in any one year
 - no de-minimus level so even amounts of less than £1,000 should still be paid
 - pupils in Resource Bases / ELP provisions to be excluded from formula
 - the October census be used for performing the calculation each year

Proposal

13. It is proposed that:

- a) Schools Forum note the content of the report

 - b) The formula for allocating funding for 'exceptional number of statements/EHCP's' be amended for 2016-17, as detailed in Para. 12 above.
-

Report Author: Grant Davis, Schools Strategic Financial Support Manager
Tel: 01225 718587, e-mail: grant.davis@wiltshire.gov.uk

Wiltshire Council

Schools Forum

6 October 2016

Proposal to Review Enhanced Learning Provision Guidance

Purpose of the Report

1. There is on-going pressure on the High Needs Block (HNB) of the Dedicated Schools Grant (DSG). A number of actions have been taken to address this pressure, all have focused on achieving savings and efficiency whilst at the same time achieving parity and fairness in the system and the best possible outcomes for children and young people with special educational needs and/ or disability (SEND).
2. This paper asks Schools Forum to support a proposal to review the Enhanced Learning Provision (ELP) Guidance to ensure that it;
 - Contributes to the need for financial efficiency
 - Is aligned with the reforms set out in the Children and families Act 2014
 - Is in accord with the new Wiltshire SEN Banding arrangements
 - Facilitates the best transitions for Wiltshire's young people

Main Considerations

Background:

3. Children and young people with SEND in Wiltshire can attend a range of school settings to support their education and well-being, from mainstream through to specialist.
4. Currently in Wiltshire about 16% of all pupils have a SEND and 2.8% have an EHCP or statement.

Primary Provision:

5. In primary school provision is predominately (52%) in a mainstream school, funded via named pupil allowance (NPA), or in a Resource Base in a mainstream school (22%). Children can also attend one of Wiltshire's Special schools (20%) or, less likely, a special school run by an independent organisation (2%).
6. To be eligible for NPA, or to access to a resource base or special school, a child must have an Education Health and Care Plan (EHCP)¹.

Secondary Provision:

¹ For the purposes of this paper the term EHCP includes Statements of SEN that have not yet been converted.

7. At secondary level Resources Bases are (for the vast majority of pupils²) replaced by access to ELP. At this level, only 9% of pupils with an EHCP are in a mainstream setting funded by a NPA, 33% are funded via ELP, and 46% attend a special school.

Funding Comparison:

8. All pupils now receive a common top up (the new Banded Funding mechanism), dependant on assessed need – so a pupil on Lower Band 1 receives the same top up whether they are placed in mainstream, a resource base or a special school³.
9. However, if a child is placed in a mainstream setting the first £10,000⁴, or place funding, is through the schools budget, whereas for a Resource Base, ELP or special school the place is funded through the HNB.

10. Table 1:

Data on school setting September 2016 (BRIGHT)	Percentage		Number of Pupils	
	Primary	Secondary	Primary	Secondary
Mainstream	53%	9%	565	90
Resource base or ELP	22%	33%	237	322
Maintained or Academy Special School	20%	46%	217	446
Independent Special School	2%	9%	18	88
Other(e.g. educated at home)	2%	2%	24	19
Total			1061	965

As shown in Table 1 above, this means that currently primary schools are funding £3,390,000 of this place funding and secondary schools £540,000⁵.

In addition, secondary schools are in receipt of an additional £850,000 of Element 1 and 2 funding to support ELP in comparison to places supported at a Resource Base⁶.

Transition from Yr 6 to Yr 7:

11. 53% of pupils with an EHCP in primary schools are supported in a mainstream provision (that is, not in a Resource base), however this decreases markedly to 9% of pupils with an EHCP in secondary schools being supported in a mainstream provision (that is, not in ELP).

² Wiltshire retains a resource Base for hearing impairment at Sheldon Academy, and there is a Resource Base for Physical Impairment at Trafalgar School.

³ In practice, there is some variation as special schools have not taken the cost saving reduction of ~20% in top ups that mainstream schools have this year (as a result of the minimum funding guarantee). Independent Schools set their own fees.

⁴ Sometimes referred to as Element 1 and 2, or AWPU + notional SEN Funding

⁵ 565 x £6K and 90 x £6k

⁶ The difference between 322 and 237 x £10k place funding

12. Table 27:

Yr 6 Setting 2014/5		Year 7 setting 2015/6					
		Special School	ELP	INPA	LMFS (notional funding only)	Other	left county
Special School	35	33	2	0	0	0	0
Resource base	40	23	14	2	0	1	0
INPA+ EOPA ⁸	57	10	33	8	1	0	5
LMFS ⁹ (notional funding only)	33	14	8	0	7	3	1
Other	5	4	0	0	0	1	0
	170	84	57	10	8	5	6
Special School	21%	94%	6%	0%	0%	0%	0%
Resource base	24%	58%	35%	5%	0%	3%	0%
INPA+ EOPA	34%	18%	58%	14%	2%	0%	9%
LMFS (notional funding only)	19%	42%	24%	0%	21%	9%	3%
Other	3%	80%	0%	0%	0%	20%	0%
		49%	34%	6%	5%	3%	4%

13. Key points:

- 21% of the cohort had Yr6 in special school, but by Y7 49% of them are in special school.
- 34% of the cohort were on NPA in Y6 (57 children), but by Y7 only 6% (8) were on NPA. The majority went into ELP (33) and special school (10). The consequence of this is that in Y6 this group cost the HNB about £207,000 and in Y7 the same children/young people cost the HNB £584,670 (an increase of 182%).
- Of the 33 children in Y6 who were on LMFS and known to BRIGHT (funded by schools notional funding, some with EHCPs and some under assessment or on SEN Support) 14 went to a special school (5 of these Independent Special School) and 8 into ELP.

The cost to the High needs budget in year 6 was £0 and around £270,000 in Y7 (this is not including the cost of the Independent Special Schools placements¹⁰).

⁷ The yellow columns on the right hand side shows where Y6 pupils with SEND were schooled in July 2015, first as a number of pupils and then as a percentage of their group.

⁸ EOPA is a temporary banding on NPA (not all pupils on EOPA will have an EHCP)

⁹ LMFS is locally managed funds. These are mostly pupils on SEN Support but occasionally an EHCP where no additional funding is required. This data is from BRIGHT and therefore the only pupils on LMFS shown here are those who are known to a SEND lead worker.

¹⁰ This could be calculated by looking at the named pupils, but roughly placements cost at least £10,000 more in Independent Special Schools.

- Of the 40 children (21%) who were in a resource base, 23 (58%) went to special school and 14 (35%) to ELP and 2 (5%) transferred to NPA. As would be expected, on the whole, those who were on higher bands went to special school and those on lower to ELP (apart from some who went to Rowdeford Special School).
14. There are clearly a number of reasons why movement happens away from mainstream towards ELP and special school at the point at which a young person moves into secondary education, one of those being their capacity to manage a GCSE directed curriculum.

However the current guidance around ELP does not fully support this distinction and a significant number of Lower Band 1 children transfer into special school and directly into ELP. The guidance overall is based on circumstances that, while applicable in 2011, need to be altered and updated to support current arrangements and address issues of parity.

Proposal

15. Schools Forum are asked to support the proposal that - in order to support the management of the high needs budget and review some of the discrepancies between secondary and primary funding,

The Head of Commissioning and Joint Planning reviews and updates the guidance for ELP to bring it into line with the 2014 Children and Families Act and Wiltshire's new SEND Banding system (the current ELP guidance was last reviewed in 2011).

16. Resulting actions may include:

- For new intakes into secondary there is a move towards all young people on Lower Band 1 NPA moving into secondary on the same arrangement.
- That all pupils on NPA on bands above Lower 1 continue on NPA unless clear academic goals can be met by transferring to ELP.
- That the majority of pupils considered for ELP are those whose primary education has been in Resource Bases or special school.
- That while there should be a continued expectation that children currently attending a Resource Base may well need a special school as they move to secondary, that exceptional circumstances should be in place for a child on Lower Band 1 to be considered for such schooling.

17. This proposal, and any resulting actions, could impact funding in a number of ways;

- There would a reduction in pupils taking up ELP places and thus secondary schools may not receive as much funding from the High Needs Budget as a result of the current "offset" measures in place.
- However, by reducing the number of lower banded pupils moving into secondary special school places, this would lead to more pupils needing ELP, thus potentially balancing the loss to secondary schools.
- For Special Schools this is likely to mean that they have a number of empty places, this is a benefit in as much as all the schools are close to being oversubscribed. Furthermore, it could enable more higher banded pupils to attend local special schools, particularly those who currently seem to experience

significant trauma in Y6 taking them from being at most a child with a My Support Plan (LMFS in the table above) to children needing to be placed in Independent Special schools as a result of a lack of local provision.

- As such, the net impact should be a transfer of high needs funding down the system resulting in a net reduction in the use of expensive and further away independent special school places.

Report Author: Susan Tanner, Head of Commissioning & Joint Planning

Tel: 01225 713563

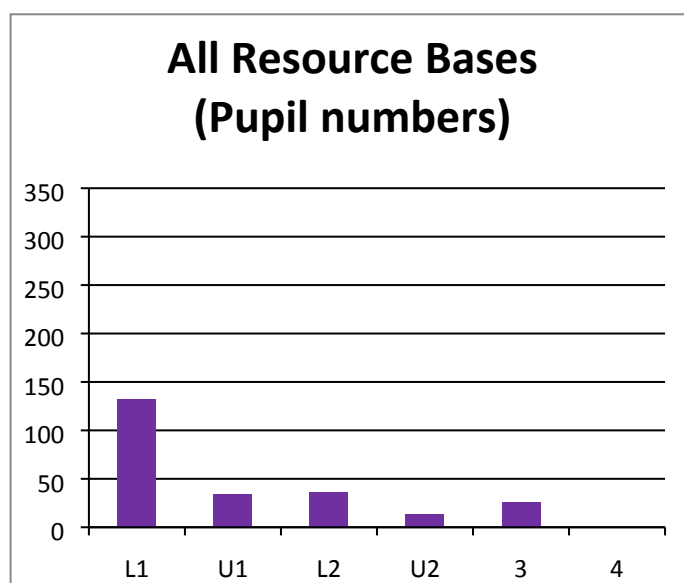
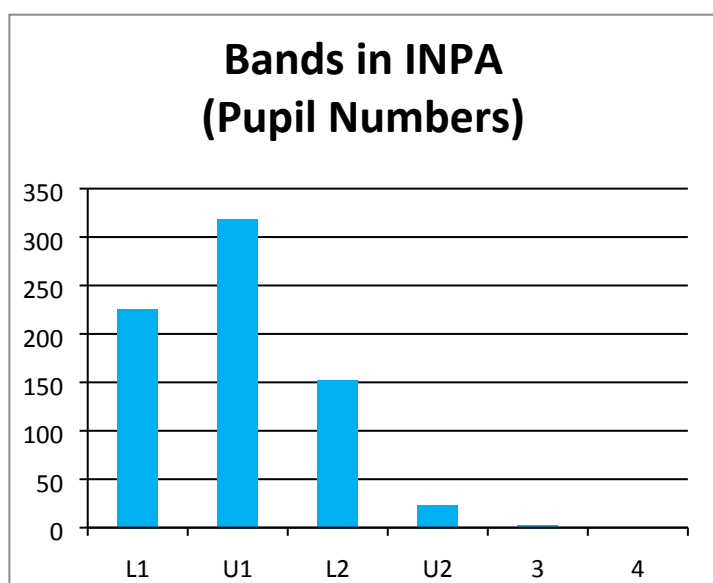
e-mail: susan.tanner@wiltshire.gov.uk

Appendix 1

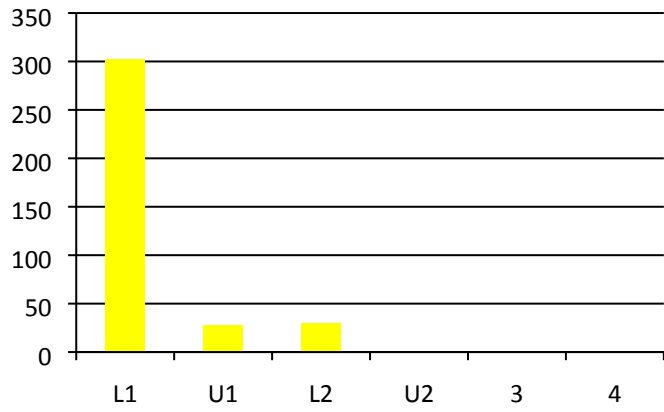
Charts showing distribution of Bands

The data (from July 2016) suggests:

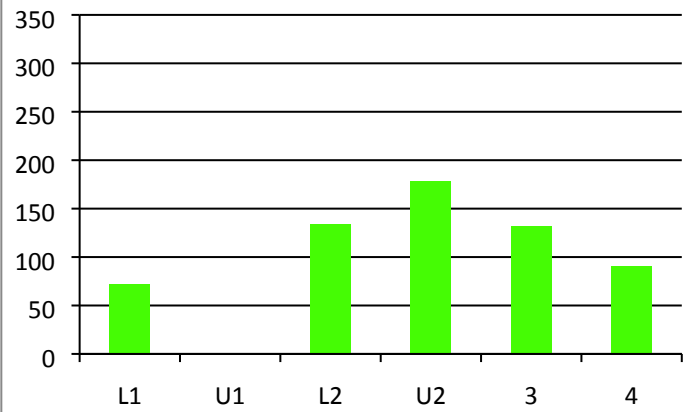
- We have greater use of Band Upper 1 in NPA, if this is automatically transferred to ELP costs will rise.
- The majority of pupils in ELP are on Band Lower 1, there are still about 65 pupils not listed here who have no EHCP/statement and are accessing ELP
- There is, as expected, greater use of higher bands by special school but still a significant use of Lower Band 1.
- The Resource Bases have quite an even distribution, and, while there is still significant use of Lower Band 1, this is the most mobile group who may go on to ELP, NPA or Special school.



**Bands in ELP
(Pupils numbers)**



**Bands in Special Schools
(Pupil numbers)**



Wiltshire Council

Schools Forum

6 October 2016

Schools Revenue Surplus And Deficit Balances 2015/16

Introduction

1. This report presents the position of revenue balances of Wiltshire maintained schools as at 31st March 2016 and identifies those that are in deficit.
2. The analysis of net revenue balances excludes those schools that converted to academy status during the financial year but includes those that converted post 31st March 2016.
3. Members last considered a report on schools' balances and deficits in November 2015. In that report the value of surpluses was £10.753 million and 18 schools were in deficit with a total value of £2.27 million.

Main Considerations

4. The movement in net revenue balances over the past 3 financial years is shown in the following table:-

	2013/14	2014/15	2015/16	2015/16 Balances as % of 2015/16 Budget Share %	Increase/ Decrease from 2014/15 £	Increase/ Decrease from 2014/15 %
	£	£	£			
Primary	7,807,796	8,846,489	10,017,148	7.7	1,170,659	13.23
Secondary	-370,978	1,072,086	-1,794,414	-1.4	-722,328	67.38
Special	1,192,496	709,194	401,528	0.31	-307,666	43.38
	8,629,315	8,483,597	8,624,261	6.62	140,664	1.66*

*NB: this represents the total percentage increase in all schools balances between 2014/15 and 2015/16

5. Consideration of net revenue balances obscures the underlying trend of gross revenue surplus and deficit balances. For transparency, the gross balances are identified below:

	Surplus balance	Deficit balance
--	------------------------	------------------------

	2013/14 £	2014/15 £	2015/16 £	2013/14 £	2014/15 £	2015/16 £
Primary	7,999,401	9,276,952	10,414,634	-191,605	-430,463	-397,486
Secondary	751,155	767,313	973,445	-	-	-
				1,122,133	1,839,399	2,767,859
Special	1,192,496	709,194	401,528	0	0	0
Total	9,943,052	10,753,459	11,789,607	-	-	-
				1,313,738	2,269,862	3,165,346

6. Appendices attached to this report further analyse the overall position on schools' revenue balances as follows:
- i) *Appendix 1* analyses the 2015/16 revenue balances to categorize those that are deemed above limit or reasonable, i.e. $\geq 15\%$ or $\leq 15\%$, or a deficit.
 - ii) *Appendix 2* ascertains whether the Authority would trigger an investigation from the DfE, as described in paragraph 8(a), by identifying those schools that have had revenue balances in excess of 15% for the last 5 years.
 - iii) *Appendix 3* further analyses surplus revenue balances in excess of 5% or 8%, for secondary or primary/special schools respectively.
 - iv) *Appendix 4* ascertains whether the Authority would trigger an investigation from the DfE, as described in paragraph 8(b), by identifying those schools that have had a deficit balance in excess of 2.5% for the last four years.
 - v) *Appendix 5* compares planned revenue deficits against final outturn.
7. The DfE withdrew the requirement for local authorities to have a claw back mechanism in place with effect from April 2011. In response, Schools Forum agreed to remove the Wiltshire Council mechanism, the Controls on Surplus Balances Scheme, from 2013/14. This operated with permissible thresholds of 5% and 8% for secondary and primary/special schools respectively.
8. In April 2012, the DfE published a consultation on strengthening the assurance system for financial management in local authority maintained schools. The proposals were designed to help ensure that authorities, and their schools, were managing the vast sums of public money that they receive with propriety, securing value for money across all spending.

Having considered the responses, the DfE confirmed that from 2011/12 they would be asking local authorities to provide additional information, including:

- a) Where the authority has 5% of schools that have had a surplus of 15% or more for the last 5 years and their individual surplus must have been at least £10,000 each year. Authorities will only be asked for more information where at least three schools meet the criteria
- b) Where the authority has 2.5% of its schools that have been in deficit of 2.5% or more for the last 4 years and their individual deficit must have been at least

£10,000 each year. Authorities will only be asked for more information where at least three schools meet the criteria

9. Following the withdrawal of the Controls on Surplus Balances Scheme from 2013/14, Schools Forum considered how best to enable the Local Authority to fulfil its key role in supporting and challenging schools on excessive surplus balances. At their meeting on 16th January 2015, it was agreed that to maintain a balance between encouraging prudent financial management whilst also embracing the DfE's guidance that schools should operate autonomously, schools would be presented with an annual School Financial Management Information Statement at year end which would offer an analysis of the key areas of revenue balances and budget monitoring. For those schools whose revenue balances had exceeded the 5% or 8% thresholds in 2015/16, assurance would be sought that the Statement had been considered by the responsible officer and governing body.

10. When considering individual revenue balances, the underlying factors and causes generating or reducing balances need to be taken into consideration. Factors which may skew any analysis include:
 - i) Academies – year on year analyses of total revenue balance data should be discounted to reflect the effect of academy conversions in order to compare on a like for like basis.
 - ii) Formula Capital – schools receive significantly reduced Devolved Formula Capital allocations when compared to historic levels of funding and may retain revenue balances in support of planned capital projects.
 - iii) Pupil Premium and PE grant– these do not have to be spent in year and some, or all, may be carried forward to future financial years.

Key Issues

11. The net revenue balances now stand at £8.624 million, an increase of 1.66% when compared with the 2014/15 net revenue balance of £8.483 million. However, an analysis of the gross revenue surplus and deficit balances reveals significant underlying trends. The surplus balances have grown each year from 2012/13 with an increase of 9.64% recorded from 2014/15 to 2015/16. Deficit balances have also grown from 2012/13 with an increase of 39.5% recorded from 2014/15 to 2015/16.
12. The number of schools in deficit is 17 with a total value of £3.165 million. This reflects a decrease in number of 1 but an increase in value of £0.895 million when compared to 2014/15, as detailed in paragraph 3 above.
13. Since the withdrawal of the Controls on Surplus Balances Scheme from 2013/14 the number of schools with surplus balances year on year has been recorded as follows:

NB: 2011/12 and 2012/13 have been included for reference.

	2011/12	2012/13	2013/14	2014/15	2015/16
≥ 5% for secondary and 8% for primary	46	38	61	82	99
≥ 15%	7	7	14	26	36

14. Appendix 2 informs that 2 schools have had revenue balances in excess of 15% for each of the last five years. This equates to 1.2% of Wiltshire Schools as at March 2016 and would not trigger further enquiry from the DfE as described in paragraph 8(a).
15. Appendix 4 informs that 4 schools have been in deficit of 2.5% or more for each of the last four years. This equates to 2.4% of Wiltshire Schools as at March 2016 and would not trigger further enquiry from the DfE as described in paragraph 8(b).
16. The School Financial Management Information Statement was presented to schools for the 2015/16 financial year and assurance was sought that the Statement had been considered by the responsible officer and governing body where revenue balances had exceeded the 5% or 8% thresholds. Of the 85 schools in this category, 46 responded and of these 16 included comments in support.
17. Appendix 5 indicates that 14 of the 17 schools in deficit had predicted a year end deficit with only 2 predicting a surplus and returning a deficit. One school did not submit mandatory budget and monitoring returns.
18. As schools convert to academy status there is an impact on the value of balances held by schools and recorded in the Local Authority's accounts. Converter and sponsored academies are able to take any accumulated capital and revenue balances with them with the exception of those schools closed through statutory processes or the Secretary of State issuing an academy order in respect of the school being eligible for intervention.
19. Deficit balances, unlike surplus balances, are not covered in the same way by legislation. For a converter academy, the local authority is reimbursed the value of the deficit with the money being recovered via abatement of the academy's General Annual Grant. In the case of a sponsored academy, the deficit remains with the local authority to be funded from its core budget.

Recommendations

20. Schools Forum members are invited to comment on this report.

Carolyn Godfrey
Corporate Director

Report Author: Jane Ralph
School Strategic Financial Management Adviser
Contact: Tel.: 01225 718569

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ANALYSIS OF REVENUE BALANCES 2015/16

School Phase	Balances Above Limit				Reasonable Balances				Deficit Balances			
	Number	Balance Value	2015/16 Budget Share	Balance as % of Budget	Number	Balance Value	2015/16 Budget Share	Balance as % of Budget	Number	Balance Value	2015/16 Budget Share	Balance as % of Budget
Primary	35	£4,650,512	£22,797,565	20.4%	106 *2	£5,764,122	£69,889,745	8.2%	12 *2	-£397,486	£8,866,689	-4.5%
Secondary	0	£0	£0	0.0%	3	£973,445	£11,003,084	8.8%	5 *1	-£2,767,859	£14,180,632	-19.5%
Special	1	£222,782	£750,000	29.7%	3	£178,746	£2,850,000	6.3%	0	£0	£0	0.0%
Total	36	4,873,294	23,547,565	20.7%	112	£6,916,313	£83,742,830	8.3%	17	-£3,165,346	£23,047,321	-13.7%

Page 61

Deficits as a percentage of positive balances

School Phase	Deficits	Positive Balances	Deficit as a % of Balance
Primary	-£397,486	£10,414,634	3.8%
Secondary	-£2,767,859	£973,445	284.3%
Special	£0	£401,528	0.0%
Total	-£3,165,346	£11,789,606	26.8%

Classification of Balances

Balances above limit: Greater than 15% of School Budget Share
Reasonable: Positive, but below 15% of School Budget Share
Deficits: Negative

*Indicates the number of schools that have converted to academy status since 31 March 2016

Analysis of schools that have had revenue balances in excess of 15% of their total School Budget Share (excluding Pupil Premium Grant) in the last 5 years

DfE No	School Name	Type	2011/12	2012/13	2013/14	2014/15	2015/16		2015/16	
			%	%	%	%	%		Committed	Uncommitted
2003	Fynamore	Primary	-	-	15.0	17.3	18.6	↑	£38,312	£223,435
2008	Fitzmaurice	Primary	-	-	-	18.2	19.4	↑	£55,216	£149,403
2022	Ivy Lane	Primary	21.5	-	-	16.0	-		-	-
2023	St Paul's	Primary	-	17.3	-	-	16.6	↑	£49,275	£98,604
2029	Lypiatt	Primary	-	-	-	31.5	48.4	↑	£64,391	£33,945
2037	Southbroom Infants	Primary	-	-	-	-	20.3	↑	£7,203	£143,667
2065	Larkhill	Primary	16.3	-	-	-	-		-	-
2136	Westbury Infants	Primary	-	-	-	-	16.5	↑	£0	£123,617
2168	Priestley	Primary	-	-	-	-	17.4	↑	£19,442	£117,446
2191	Manor Fields	Primary	-	-	-	16.9	19.7	↑	£6,451	£179,379
2198	Ludwell	Primary	-	-	-	18.0	17.9		£13,478	£37,177
3013	Box Primary	Primary	19.0	23.7	35.6	48.0	31.9		£16,323	£189,636
3020	St Nicholas CE VC	Primary	-	-	15.5	21.9	17.6		£3,000	£58,852
3023	St Katharine's	Primary	-	-	-	-	16.3	↑	£0	£62,239
3036	Chirton	Primary	-	-	-	-	21.4	↑	£4,780	£55,697
3045	St Sampson's	Primary	-	-	-	-	19.7	↑	£0	£223,532
3047	Crockerton	Primary	-	-	-	20.5	20.6	↑	£3,499	£74,320
3049	Collingbourne CE	Primary	-	-	15.9	20.3	24.9	↑	£7,044	£108,940
3096	Kington St Michael CE	Primary	-	-	15.8	19.9	-		-	-
3150	St Mary's CE	Primary	-	-	-	15.6	18.5	↑	£0	£203,518
3164	Shrewton	Primary	-	-	-	-	21.5	↑	£5,261	£98,193
3166	Southwick CE	Primary	-	-	-	16.0	22.5	↑	£29,684	£121,661
3186	Urchfont CE	Primary	-	-	-	17.2	18.0	↑	£2,043	£72,276
3190	St John's CE	Primary	-	19.6	18.5	22.0	17.6		£0	£96,532
3191	The Minster CE	Primary	-	-	-	17.8	17.7		£12,303	£124,620
3243	Great Bedwyn	Primary	-	-	-	-	21.1	↑	£4,470	£151,319
3308	Bishop Cannings	Primary	-	-	-	-	18.0	↑	£27,130	£106,297
3344	Forest & Sandridge CE	Primary	-	-	18.8	26.0	-		-	-
3352	Heytesbury	Primary	-	-	-	-	21.7	↑	£2,320	£62,887
3355	St Nicholas	Primary	-	-	-	-	20.8	↑	£0	£101,553
3381	Rushall CE VA	Primary	-	-	18.8	27.7	29.3	↑	£7,704	£122,360
3387	St Martin's CE	Primary	-	-	17.6	17.3	21.5	↑	£17,886	£145,402
3400	West Ashton	Primary	-	-	-	-	16.4	↑	£5,936	£62,782
3402	Whiteparish	Primary	-	-	-	-	15.8	↑	£7,714	£72,547

DfE No	School Name	Type	2011/12	2012/13	2013/14	2014/15	2015/16	2015/16	
			%	%	%	%	%	Committed	Uncommitted
3418	St Joseph's Catholic	Primary	-	-	-	20.0	-	-	-
3435	Wardour	Primary	-	-	-	-	15.2	£6,250	£49,679
3467	Churchfields	Primary	-	-	-	-	15.4	£2,349	£88,374
3470	Wilton & Barford CE	Primary	-	-	16.2	22.1	23.5	£23,713	£117,222
3472	Bellefield	Primary	-	16.8	16.6	15.2	-	-	-
5206	Studley Green	Primary	17.0	-	-	22.0	28.3	£6,000	£289,360
5219	Clarendon Infants	Primary	18.6	17.6	23.6	18.3	22.1	£2,959	£231,904
7007	Downland School	Special	30.2	25.3	25.8	16.4	-	-	-
7009	St Nicholas	Special	-	-	-	16.6	29.7	£73,256	£149,526
Total number schools			7	7	14	26	36		



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Analysis of schools that have had revenue balances in excess of 5% and 8%, for secondary and primary/special schools respectively, within the last 5 years.

NB: calculated as a % of School Budget Share and excluding Pupil Premium Grant

DfE No	School Name	Type	2011/12	2012/13	2013/14	2014/15	2015/16
2003	Fynamore	Primary	✓	✓	✓	✓	✓
2005	Nursted	Primary		✓		✓	✓
2008	Fitzmaurice	Primary			✓	✓	✓
2009	Bratton	Primary					✓
2022	Ivy Lane	Primary	✓		✓	✓	✓
2023	St Paul's	Primary	✓	✓	✓	✓	✓
2029	Lypiatt	Primary	✓	✓		✓	✓
2031	Neston	Primary	✓				
2034	Monkton Park	Primary				✓	✓
2037	Southbroom Infant's	Primary	✓	✓	✓		✓
2045	Gomeldon	Primary			✓	✓	✓
2052	Hilmarton	Primary	✓				✓
2053	Horningsham	Primary	✓	✓	✓	✓	✓
2060	Luckington	Primary				✓	✓
2065	Larkhill	Primary	✓		✓	✓	✓
2086	Stanton St Quintin	Primary				✓	
2087	Ramsbury	Primary	✓	✓		✓	✓
2091	Harnham Infants	Primary	✓		✓	✓	✓
2134	New Close	Primary					✓
2136	Westbury Infants	Primary	✓		✓	✓	✓
2137	Westwood-with-Iford	Primary					✓
2140	Wootton Bassett Infants	Primary		✓	✓	✓	
2159	Kiwi	Primary					✓
2162	Noremarsh	Primary		✓	✓	✓	✓
2168	Priestley	Primary				✓	✓
2178	Princecroft	Primary				✓	✓
2180	Redland	Primary	✓			✓	✓
2185	Mere	Primary					✓
2190	Woodlands	Primary				✓	
2191	Manor Fields	Primary		✓	✓	✓	✓
2196	Holbrook	Primary		✓			
2198	Ludwell	Primary	✓	✓	✓	✓	✓
2218	Kings Lodge	Primary	✓	✓			
2222	Walwayne Court	Primary	✓	✓			✓
2226	Charter	Primary	✓	✓	✓	✓	✓
3002	Ashton Keynes	Primary				✓	
3013	Box Primary	Primary	✓	✓	✓	✓	✓
3015	Christ Church	Primary					✓
3018	Broad Hinton	Primary	✓		✓	✓	✓
3019	Broad Town	Primary				✓	✓
3020	St Nicholas, Chippenham	Primary		✓	✓	✓	✓
3023	St Katharine's	Primary			✓	✓	✓
3035	Cherhill	Primary					✓
3036	Chirton	Primary					✓

DfE No	School Name	Type	2011/12	2012/13	2013/14	2014/15	2015/16
3045	St Sampson's Junior	Primary	✓	✓		✓	✓
3047	Crockerton	Primary		✓	✓	✓	✓
3049	Collingbourne	Primary	✓	✓	✓	✓	✓
3061	Durrington All Saints	Primary					✓
3063	Durrington Junior	Primary					✓
3071	Figheledean	Primary				✓	
3086	Heddington	Primary			✓	✓	✓
3088	Hilperton	Primary				✓	✓
3090	Holt	Primary	✓	✓		✓	
3091	Hullavington	Primary	✓	✓	✓	✓	✓
3096	Kington St Michael	Primary		✓	✓	✓	✓
3100	Lacock	Primary			✓	✓	✓
3102	Langley Fitzurse	Primary				✓	✓
3104	Lea and Garsdon	Primary		✓	✓	✓	✓
3134	Newton Tony	Primary					✓
3135	North Bradley	Primary					✓
3149	Preshute	Primary			✓	✓	✓
3150	St Mary's, Purton	Primary				✓	✓
3158	Harnham Junior	Primary	✓	✓		✓	
3161	Shalbourne	Primary	✓		✓	✓	✓
3163	Sherston	Primary		✓	✓		
3164	Shrewton	Primary			✓	✓	✓
3166	Southwick	Primary			✓	✓	✓
3172	Stratford Sub Castle	Primary				✓	
3174	Sutton Veny	Primary					✓
3186	Urchfont Church of England	Primary			✓	✓	✓
3190	St John's, Warminster	Primary	✓	✓	✓	✓	✓
3191	The Minster	Primary	✓		✓	✓	✓
3201	Winterbourne Earls	Primary				✓	✓
3216	St Peter's, Marlborough	Primary	✓				
3220	Minety Church of England	Primary	✓			✓	✓
3239	St Johns	Primary					✓
3242	Brinkworth Earl Danby's	Primary				✓	✓
3243	Great Bedwyn Church of England	Primary	✓	✓	✓	✓	✓
3306	Baydon St Nicholas	Primary					✓
3308	Bishops Cannings	Primary			✓	✓	✓
3316	Chapmanslade Church of England	Primary		✓			
3330	Derry Hill	Primary			✓	✓	✓
3344	Forest and Sandridge	Primary	✓	✓	✓	✓	
3352	Heytesbury	Primary				✓	✓
3355	St Nicholas	Primary				✓	✓
3362	St Andrews	Primary					✓
3372	New Forest	Primary		✓			
3381	Rushall Church of England	Primary			✓	✓	✓
3387	St Martin's Church of England	Primary		✓	✓	✓	✓
3396	St Thomas a Beckett	Primary			✓	✓	
3400	West Ashton	Primary			✓		✓
3402	Whiteparish	Primary			✓	✓	✓
3405	Winterslow	Primary	✓		✓	✓	✓

DfE No	School Name	Type	2011/12	2012/13	2013/14	2014/15	2015/16
3406	Woodborough	Primary					✓
3418	St Joseph's	Primary	✓		✓	✓	✓
3430	St John's Trowbridge	Primary	✓				✓
3435	Wardour	Primary				✓	✓
3437	St Patrick's	Primary					✓
3448	Bemerton	Primary			✓	✓	
3449	Broad Chalke	Primary			✓	✓	✓
3450	Great Wishford	Primary					✓
3453	Chilmark	Primary	✓	✓	✓	✓	
3454	Semley	Primary					✓
3461	Kennet Valley Church of England	Primary					✓
3462	Amesbury Archer	Primary					
3464	Old Sarum	Primary					✓
3465	Wylve Valley	Primary			✓		✓
3467	Churchfields The Village School	Primary	✓		✓	✓	✓
3469	Five Lanes	Primary	✓			✓	
3470	Wilton and Barford	Primary	✓		✓	✓	✓
3472	Bellefield	Primary	✓	✓	✓	✓	✓
4610	St Joseph's	Primary				✓	✓
5201	Downton	Primary					
5205	Frogwell	Primary	✓				✓
5206	Studley Green	Primary	✓	✓	✓	✓	✓
5212	Sutton Benger	Primary			✓	✓	✓
5215	Ludgershall Castle Primary	Primary	✓	✓	✓		✓
5218	Clarendon Juniors	Primary		✓	✓		
5219	Clarendon Infants	Primary	✓	✓	✓	✓	✓
5415	Matravers	Secondary					✓
7002	Rowdeford	Special	✓		✓		
7007	Downland School; Devizes	Special			✓	✓	
7009	St Nicholas, Chippenham	Special			✓	✓	✓
7010	Larkrise School, Trowbridge	Special			✓	✓	✓
Total number schools			46	38	61	82	99

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Analysis of schools that have been in a deficit position in the last four years, i.e. 2012/13 to 2015/16

DfE No.	School	Type	2012/13		2013/14		2014/15		2015/16	
			Deficit £	As a % of SBS	Deficit £	As a % of SBS	Deficit £	As a % of SBS	Deficit £	As a % of SBS
2004	Greentrees	Primary	0	-	0	-	-15,462	1.9	-33,318	3.4
2009	Bratton	Primary	-382	0.1	0	-	0	-	0	-
2159	Kiwi School	Primary	-21,365	4.5	0	-	0	-	0	-
2170	Grove	Primary	0	-	0	-	0	-	-16,301	1.2
3017	Longford CE	Primary	0	-	-42,257	14.6	-47,478	18.7	-110,323	48.3
3022	Bulford St Leonards	Primary	0	-	0	-	0	-	-28,978	3.3
3036	Chirton	Primary	0	-	-2,386	1.4	0	-	0	-
3061	Durrington All Saints	Primary	-3,429	0.6	-28,516	5.3	0	-	0	-
3071	Figheldean	Primary	0	-	0	-	0	-	-15,782	4.6
3094	Keevil	Primary	-11,404	3.0	-3,103	0.8	0	-	0	-
3134	Newton Tony	Primary	0	-	-3,365	1.4	0	-	0	-
3140	Waksey CE VA	Primary	0	-	0	-	-2,834	0.87	0	-
3192	Westbury CE Junior	Primary	0	-	-25,803	2.9	-12,292	1.39	0	-
3205	Warminster Sambourne	Primary	0	-	0	-	0	-	-17,215	3.2
3222	St. Barnabas	Primary	-19,745	4.9	-18,107	5	-22,129	7	-11,992	3.8
3318	Chilton Foliat CE	Primary	0	-	0	-	-11,168	3.86	-2,956	1.0
3352	Heytesbury CE VA	Primary	-13,616	5.1	0	-	0	-	0	-
3383	Sarum St Paul's	Primary	0	-	0	-	0	-	-3,482	0.4
3435	Wardour Catholic	Primary	-23,408	5.7	0	-	0	-	0	-
3450	Great Wishford	Primary	-6,131	1.4	0	-	0	-	0	-
3462	Amesbury Archer	Primary	0	-	-30,281	3.3	-117,654	10.91	-79,707	6.5
3464	Old Sarum	Primary	-4,219	1.1	0	-	-23	0	0	-
3468	Amesbury Primary	Primary	0	-	0	-	-39,635	3.74	-50,877	4.4
3471	Lyneham Primary	Primary	0	-	-13,258	1.4	-87,548	9.6	-26,556	3.3
4000	Abbeyfield	Secondary	-312,628	7.1	-330,954	7.8	-687,773	18.0	-1,199,023	31.7
4001	Wyvern College	Secondary	-164,634	9.3	-86,653	4.7	-146,267	8.5	-211,195	13.3
4006	Trafalgar	Secondary	0	-	0	-	-57,133	2.2	-40,115	1.5
4070	Stonehenge	Secondary	0	-	-36,238	1.1	-120,344	4.0	-283,947	9.4
4071	Avon Valley College	Secondary	-547,981	16.2	-668,288	20.4	-827,882	27.09	-1,033,580	33.5
5200	Aloeric	Primary	0	-	0	-	-10,064	0.92	0	-
5415	Matravers	Secondary	-39,379	0.8	0	-	0	-	0	-
Total value of deficits			-1,168,321		-1,289,209		-2,205,686		-3,165,347	

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Analysis of Planned Revenue Deficits & Final Outturn

DfE No.	School Name	Budget Template 2015/16		Income & Expenditure Forecast at Dec 2015		Revenue Actual 2015/16		Predicted & ended in deficit	Predicted a surplus/balanced budget & ended in deficit	Notes
2004	Greentrees		-£59,371		-£54,646		-£33,318	✓		
2029	Corsham Lypiatt		-£56,363	£53,024		£98,336				
2031	Neston		-£6,019	£9,260		£18,807				
2086	Stanton St Quinton		-£18,356		-£4,689	£17,909				
2170	Grove	£11,485			-£22,650		-£16,301	✓		
3017	Longford		-£123,688		-£120,483		-£110,323	✓		
3022	Bulford St Leonards	£63,789		£35,601			-£28,978		✓	
3071	Figheldean		-£8,692		-£16,252		-£15,782	✓		
3205	Sambourne		-£23,097		-£20,206		-£17,215	✓		
3222	Market Lavington St. Barnabas'		-£21,626		-£14,505		-£11,992	✓		
3318	Chilton Foliat		-£49,754		-£28,952		-£2,956	✓		
3383	Sarum St Paul's	£10,386		£10,386			-£3,482		✓	
3462	Amesbury Archer		-£125,460		-£93,971		-£79,707	✓		
3468	Amesbury Primary		-£36,637		-£32,186		-£50,877	✓		
3471	Lyneham		-£21,497		-£42,832		-£26,556	✓		
4000	Abbeyfields		-£1,460,546		-£1,460,358		-£1,199,023	✓		
4001	Wyvern College		-£401,037		-£336,643		-£211,195	✓		
4006	Trafalgar		-£66,000		-£67,070		-£40,115	✓		
4070	Amesbury The Stonehenge		-£357,323		-£352,654		-£283,947	✓		
4071	Avon Valley	-	-	-	-		-£1,033,580			Budget template and Dec I&E not received
Total value of deficits			-£2,835,466		-£2,668,097		-£3,165,347			
Number of Deficits			16		15		17	14	2	

Page 73

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