

<b>Time</b>	4.00 pm	<b>Public Meeting?</b>	YES	<b>Type of meeting</b>	Partnership Boards
<b>Venue</b>	Committee Room 5, Ground Floor - Civic Centre				

## Membership

**Chair** Barry Bond  
**Vice-chair** Karen Preston

Daryl Asbury	Academies Sector Representative
Ian Browne	16 – 19 Education Representative
Debbie Clarke	Non School Member Early Years (PVI Sector) Representative
Louisa Craig	Academies Sector Representative
Ben Davis	Academies Sector Representative
Jon Dovey	Primary Sector Governor Representative
Gary Gentle	Non School Member Diocesan Schools Representative
Susan Lacey	Nursery Sector Headteacher Representative
David Lewis	Academies Sector Representative
James Ludlow	Secondary Sector Headteacher Representative
Carroll McNally	Non School Member Diocesan Schools Representative
Ian Moore	Academies Sector Representative
Jeremy Parkes	Academies Sector Representative
Bhaksho Raj	Academies Sector Representative
Zoe Rollinson	Primary Sector Headteacher Representative
Stephen Smith	Primary Sector Governor Representative
Graham Tate	Academies Sector Representative
Lisa Thompson	Primary Sector Headteacher Representative
Lucia Jayne Turner	Nursery Sector Governor Representative
Samantha Walker	Primary Sector Headteacher Representative
Sarah Whittington	Special School Headteacher Representative
Phil Williams	Academies Sector Representative

## Observer Status

Bill Hague	Head of School Organisation
Emma Bennett	Director of Children's Services
Councillor Dr Michael Hardacre	Cabinet Member for Education and Skills

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## Information for the Public

If you have any queries about this meeting, please contact the democratic support team:

**Contact** Shelley Humphries  
**Tel/Email** 01902 554070 shelly.humphries@wolverhampton.gov.uk

**Address** Democratic Support, Civic Centre, 1st floor, St Peter's Square,  
Wolverhampton WV1 1RL

Copies of other agendas and reports are available from:

**Website** <http://wolverhampton.cmis.uk.com/decisionmaking>

**Email** [democratic.support@wolverhampton.gov.uk](mailto:democratic.support@wolverhampton.gov.uk)

**Tel** 01902 555043

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Some items are discussed in private because of their confidential or commercial nature. These reports are not available to the public.

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# Agenda

## Part 1 – items open to the press and public

- | <i>Item No.</i> | <i>Title</i>   |
|-----------------|--|
| 1               | <b>Welcome and Introductions</b>   |
| 2               | <b>Apologies</b>   |
| 3               | <b>Declaration of Interest or Confidentiality</b>  |
| 4               | <b>Minutes of the Previous Meeting - 3 October 2019</b> (Pages 1 - 8)<br>[To approve the minutes of 3 October 2019 as a correct record.] |
| 5               | <b>Matters Arising</b><br>[To consider any matters arising from the minutes of the meeting held on 3 October 2019.]                      |
| 6               | <b>Schools' Forum Membership 2019 - 2020</b> (Pages 9 - 12)<br>[To receive an update on current Schools' Forum Membership.]              |
| 7               | <b>Schools' Forum Forward Plan 2019 - 2020</b> (Pages 13 - 14)<br>[To note the Schools' Forum Forward Plan 2019 – 2020.]                 |

### ITEMS FOR DISCUSSION OR DECISION

- |    |  |
|----|--|
| 8  | <b>Growth Fund Update</b> (Pages 15 - 26)<br>[To note the update on the deployment of the Growth Fund payment.]  |
| 9  | <b>Consultation on Schools' Funding Formula 2020 - 2021 - [To follow]</b><br>[To approve methodology of implementation of the National Funding Formula.]   |
| 10 | <b>2020 - 2021 High Needs Place Commissioning</b> (Pages 27 - 32)<br>[To receive a summary of the High Needs Place Commissioning Process for 2020 – 2021.] |
| 11 | <b>Early Years Funding - [To follow]</b><br>[To receive the outcomes of the Early Years consultation.]   |
| 12 | <b>High Needs Sub-Group Update</b><br>[To receive a verbal update from the Chair of the High Needs Sub-Group.]   |
| 13 | <b>Any Other Business</b>  |
| 14 | <b>Dates for future meetings</b> <ul style="list-style-type: none"><li>• 20 January 2020</li><li>• 27 February 2020</li></ul>                              |

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## Attendance

### Members of the Schools' Forum

Barry Bond (Chair)	Special School Sector Governor Representative
Karen Preston (Vice Chair)	Academies Sector Representative
Ben Davis	Academies Sector Representative
Jon Dovey	Primary Sector Governor Representative
Trisha James	Primary Sector Governor Substitute
Susan Lacey	Nursery Sector Headteacher Representative
Jeremy Parkes	Academies Sector Representative
Stephen Smith	Primary Sector Governor Representative
Samantha Walker	Primary Sector Headteacher Representative
Sarah Whittington	Special School Sector Headteacher Representative
Phil Williams	Academies Sector Representative

### In attendance

James Barlow	Senior Accounting Officer
Debra Boniface	Finance Manager
Councillor Dr. Michael Hardacre	Cabinet Member for Education and Skills
Bill Hague	Head of School Planning and Resources
Shelley Humphries	Democratic Services Officer

## Part 1 – items open to the press and public

*Item No.*    *Title*

1        **Welcome and Introductions**

2        **Election of Chair and Vice-Chair**

Before the meeting proceeded, members of Schools' Forum were invited to elect a new Chair and Vice Chair of Schools' Forum.

Following nominations and elections, it was agreed that Barry Bond and Karen Preston be elected as Chair and Vice Chair respectively. All members of Schools' Forum agreed to these elections.

Resolved:

1. That Barry Bond continue as Chair of Schools' Forum.
2. That Karen Preston be named as Vice-Chair of Schools' Forum.

3 **Apologies**

Apologies were received from Schools' Forum members Zoe Rollinson, Louisa Craig, Lisa Thompson and Ian Browne. Apologies were also received from City of Wolverhampton Council employees Emma Bennett and Meredith Teasdale.

4 **Declaration of Interest or Confidentiality**

There were no declarations of interest or confidentiality.

5 **Minutes of the Previous Meeting - 4 July 2019**

Resolved:

That the minutes of the meeting of 4 July 2019 be approved as a correct record subject to the following amendments:

1. That Stephen Smith's status be corrected to Representative of Schools' Forum rather than Substitute.
2. Minute 8, paragraph 5 be corrected to read as follows: It was clarified that there were tight processes in place to ensure that a deficit balance didn't continue to grow prior to a school's conversion to an academy.

6 **Matters Arising**

There were no matters arising from the minutes of the previous meeting.

7 **Schools' Forum Membership 2019 - 2020**

Shelley Humphries, Democratic Services Officer provided a verbal update on the Schools' Forum Membership 2019 – 2020.

It was noted that, since the Schools' Forum Membership 2019 – 2020 had been published, the Forum had welcomed a new representative of the Academies Sector and a Headteacher Substitute for the Primary Sector.

It was reported that some vacancies still existed in the membership, although steps were being taken to fill them.

It was noted that Lynne Law had stepped down from Schools' Forum as representative of the Academies Sector. The Chair of Schools' Forum took the opportunity to extend thanks on behalf of Schools' Forum members for all her work with the Forum and contributions to meetings. The Chair's personal thanks were also recorded.

Resolved:

1. That the current Schools' Forum Membership 2019 – 2020 be noted.
2. That thanks be extended to Lynne Law on behalf of Schools' Forum.

8 **Schools' Forum Constitution 2019**

Bill Hague, Head of School Organisation presented the Schools' Forum Constitution 2019 for approval. It was reported that the Schools' Forum Constitution had been reviewed over the summer, although there had been few changes made.

It was clarified that it had been proposed that the structure of the primary sector would consist of three Headteachers and two Governors where previously it had been balanced the opposite way.

Resolved:

1. That it be noted that there are no changes required to the makeup of Schools' Forum.
2. That the recommendation to revise the primary sector representation to be made up of three Headteacher representative and two Governor representatives be agreed.
3. That the Schools' Forum Constitution 2019 be adopted by Schools' Forum.

9 **Schools' Forum Forward Plan 2019 - 2020**

Bill Hague, Head of School Organisation presented the Schools' Forum Forward Plan 2019 – 2020 for noting.

Schools' Forum members were invited to suggest any items they wished to receive at Schools' Forum. It was requested that any suggestions be sent to the clerk of Schools' Forum or Bill Hague, Head of School Organisation.

Resolved:

1. That the Schools' Forum Forward Plan 2019 – 2020 be noted.
2. That any suggestions for items for discussion at Schools' Forum be sent to the clerk of Schools' Forum, Shelley Humphries, Democratic Services Officer or Bill Hague, Head of School Organisation.

10 **Feedback from High Needs Sub-Group**

It was reported by the Chair of the High Needs Sub-group that the sub-group had met regularly over the past 12 months. It was stated that the Terms of Reference for this sub-group would be presented at a future Schools' Forum meeting for approval. It was also noted that a smaller sub-group existed which had been working on matrix and banding for pupils and carried out set tasks each month.

It was agreed that further updates would be provided at future Schools' Forum meetings.

Resolved:

1. That the Terms of Reference for the High Needs Sub-group be presented at a future Schools' Forum meeting for approval.
2. That updates on the progress of the High Needs Sub-group be provided at future Schools' Forum meetings.

11 **Surplus and Deficit Budget Monitoring Report**

Debra Boniface, Finance Manager presented the Surplus and Deficit Budget Monitoring Report and highlighted salient points. The report provided an update to members of Schools' Forum on the current Local Authority processes of monitoring schools that either had or had forecast a deficit balance; and schools that carried excess surplus balances.

The report made the proposal that the processes of monitoring of excess surplus balances, capital balances and deficit recoveries be streamlined to enable more

robust challenge and to mitigate the risk to the Local Authority. The timetable in the attached appendix provided a detailed outline of the proposed changes to the reporting and monitoring processes for approval.

It was proposed that the level of scrutiny be increased on those schools forecasting a deficit position, and holding expired capital balances, and greater transparency offered on the process that followed.

The remit had been widened from schools reporting their intended use of surplus balances and new reporting format will be combined to show both existing and new balances, as well as capital balances in a single template.

It was noted that the information within the report provided the current status of Wolverhampton schools and a revised forecast would be available by the end of the month.

In response to a query on the purpose of the arbitration panel process, it was clarified that the process was only for schools who held a surplus balance and was designed to determine if a school had robust proposals to spend the excess money or if clawback was deemed necessary.

It was queried why one particular area had gone from a surplus balance to a deficit balance however assurances were given from officers that this matter was being investigated. It was noted that forecasts often erred on the side of caution and it was possible that the figures may have been overly pessimistic. It was agreed that an update would be provided after October for further clarification.

The report was welcomed as it was beneficial to gain a deeper understanding of the balances held by schools and to challenge why schools held either a surplus or deficit. It was reported that Emma Bennett, Director of Children's Services had been particularly interested in this matter and keen to monitor its progress.

A concern was raised in respect of the One system as some discrepancies in pupil records had been reported. It was agreed that this would be explored further by officers.

In response to a query regarding special educational needs SEN funding, it was noted that the Authority appreciated that there was a delay in some funding as the payment schedule of certain grants is determined by when the Authority receive the grant notification from the Education and Skills Funding Agency (ESFA).

Concerns had been raised in respect of a lag in schools receiving funding for children who were already in attendance at the school. It was noted that this was a complex situation. It was clarified that, in some situations, once a school was named following a tribunal, the child would have to attend that school later and the funding may be delayed until after they had started.

Resolved:

1. That the undertakings of the Schools at Financial Risk (SFR) group (formerly Schools Under Notice of Concern or SUNC) be noted.
2. That the proposed revisions to the monitoring and reporting methodology be agreed.

3. That an investigation be conducted by officers into the discrepancies within the One system.

## 12 **Devolved Formula Capital Balances**

Debra Boniface, Finance Manager presented the Devolved Formula Capital Balances report. The report informed Members of the Schools' Forum of the requirement to spend Devolved Formula Capital (DFC) within the prescribed timeframe and provided a breakdown of the balances held within Wolverhampton maintained schools as at 31 August 2019.

It was highlighted that there were fewer schools continually carrying unspent balances, which was an improvement on last year.

It was acknowledged that nursery schools had experienced difficulties in spending the DFC allocations in the same way as other schools. It was clarified that it was permissible to hold on to the accumulated funds with the proviso that the school could satisfy the Department for Education (DfE) that a suitable plan was in place to spend the money.

It was noted that there had been some delays in the figures provided within the information, which was a result of the invoices having been received later than expected. It was agreed that updates could be included as part of future Surplus and Deficit Budget Monitoring reports.

Resolved:

1. That the DFC balances held in schools at 31 August 2019 be noted.
2. That updates on DCF balances would be provided with Surplus and Deficit Budget Monitoring updates.

## 13 **National Funding Formula Update**

Debra Boniface, Finance Manager provided a verbal update on the National Funding Formula and what this meant for schools. It was reported that information on the National Funding Formula (NFF) had been released for 2020 – 2021 and the formula would be the same as in previous years. It was clarified that the formula was set by central government but administered by the local authority.

It was reported that minimum funding per primary school pupil was to rise from £3,500 to £3,750 in 2020-2021 and to £4,000 in 2021-2022 and that the minimum funding per secondary school pupil was to rise from £4,800 to £5,000 in 2020–2021. However, schools are advised to take this announcement with caution since, due to the high level of deprivation funding, the majority of schools in Wolverhampton already received this level of funding, with only one primary school and one secondary school gaining funding through this factor in 2019-2020.

In respect of the minimum funding guarantee (MFG), it was noted that in 2019-2020, the maximum permissible rate was 0.5% (from a range of -1.5% to +0.5%). For 2020-2021, the permissible range is from +0.5% to +1.84%.

It was noted that the operational guide for the High Needs Block had been released and, whilst the methodology of distributing funds to institutions remained unchanged at £10,000 per place plus funding for individual needs through the local matrix funding, there was to be an underlying increase of 8% in the funds made available to

Local Authorities in 2020-2021. It was reported that this increase was calculated from the 2019-2020 population and was to be capped so that no authority has an overall gain of more than 17%.

It was noted that there had been no further news on the early years block. In respect of the duplication of recorded pupils reported at the last meeting of Schools' Forum, it was clarified that there would be some clawback of the surplus funds and this year's funding figures had been adjusted accordingly to account for this.

In response to a query on whether there would be any supplementary funding for nursery schools, it was clarified that Councillors had been lobbying Central Government in respect of the spending review.

It was reported that there had been a meeting for a special educational needs (SEN) call for evidence attended by representatives from the Department for Education (DfE), Adrian Leach, Head of SEND at City of Wolverhampton Council, parents and carers. It was felt that the DfE had taken note of concerns and issues raised. One issue, in particular, was noted as the proposal to review notional SEN budgets for mainstream schools as the funds were not ringfenced. This recommended that the SEN budgets in mainstream schools should be fixed rather than notional, and that schools may be expected to report on the use of the SEN budget (in a similar way to Pupil Premium). There had been a reported increase in the use of the high needs block and the number of children with SEN in mainstream schools. It was also reported that the SEN Code of Practice had been undergoing a review and would be published next year.

In response to a query on whether an influx of schools who stood to lose from the implementation of the NFF, it was stated that it was not anticipated at this stage that any schools were likely to lose, as most of the NFF factors were already being used in Wolverhampton.

In response to a query on the discrepancy of the funding of business rates between nursery and mainstream schools, it was noted that this was an optional factor in the mainstream funding formula but is applied by every Authority. It was explained that the allocation of money to did not change and would not affect the amount distributed if another factor was applied. This factor is not available in the Early Years Funding Formula and it was felt by providers that it was unfair that nursery schools potentially stood to lose out as the early years block could not apply for this factor. It was noted that the only schools exempt from business rates were Special Schools and PRUs, and that academy schools were not paid rates through the funding formula but were able to claim back business rates from the Government.

Resolved:

That the update on the National Funding Formula be received.

14

### **Any Other Business**

Concerns were raised in respect of school meal purchasing however it was requested that enquiries on provision of school meals be addressed with Bill Hague, Head of School Organisation outside of the meeting.

In response to a query from a member of Schools' Forum regarding the school representative in the Multi-Agency Safeguarding Hub MASH which was agreed by

Schools' Forum on 17 January 2019, a brief update was provided. It was noted that the Authority had been unable to appoint on the initial round of recruitment, however further interviews had recently taken place and discussions had been held with the candidate's school around terms and conditions. It was agreed that a further update on the progress of the appointment would be provided at the next meeting of Schools' Forum.

A concern was raised around young adults leaving education with no qualifications and how this could be addressed. It was reported that information on pupil outcomes from last academic year was in the process of being collated and would be provided at the next meeting of Schools' Forum.

It was reported that a review of Wolverhampton special schools was underway and that a consultation was open for responses until 11 October 2019.

In her absence, it was reported that Meredith Teasdale, Director of Education would be leaving City of Wolverhampton Council in the near future. The Chair took the opportunity to record his thanks to Meredith on behalf of Schools' Forum for her support over the years. The impact she had made around the City was noted and the Chair wished her well in her new role.

Resolved:

1. That Bill Hague, Head of School Organisation address enquiries on provision of school meals outside of Schools' Forum.
2. That a further update on the progress of the appointment would be provided at the next meeting of Schools' Forum.
3. That information on pupil outcomes from last academic year would be provided at the next meeting of Schools' Forum.
4. That thanks be extended to Meredith Teasdale, Director of Education on behalf of Schools' Forum.

The Chair closed the meeting at 17:20.

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# Schools' Forum Membership

Last updated: 21 November 2019

<b>Primary sector</b>						
Headteacher / Representatives	Nominated	Term ends	Governors	Elected	Term ends	Notes
Lisa Thompson (St Andrews C of E Primary)	06.09.18	Sep 21	Stephen Smith (Warstones Primary)	03.03.17	Sep 20	5 representatives of maintained <b>Primary</b> Schools, of which at least 2 must be governors.
Samantha Walker (Wodensfield Primary)	01.02.19	Sep 22				
Zoe Rollinson (Lanesfield Primary)	24.03.18	Sep 21	Jon Dovey (Warstones Primary)	03.03.17	Sep 20	
Substitutes			Substitute			
Kate Charles (Stow Lawn Primary)	16.09.19	Sep 22	Trisha James (Dovecotes Primary)	03.03.17	Sep 20	
			<b>Vacancy</b>			

<b>Secondary sector</b>						
Headteacher / Representatives	Nominated	Term ends				Notes
James Ludlow (Headteacher - King's C of E School)	31.05.19	Sep 22				1 Representative of maintained <b>Secondary</b> Schools.
Substitute						
Alberto Otero (Headteacher - Colton Hills)	16.09.19	Sep 22				

<b>Nursery sector</b>						
Headteacher / Representatives	Nominated	Term ends	Governors	Elected	Term ends	Notes
Susan Lacey (Ashmore Park)	29.01.17	Sep 20	Lucia Jayne Turner (Windsor Nursery)	24.04.17	Sep 20	2 Representatives.
Substitutes			Substitute			
Claire Foster (Windsor Nursery)	27.06.19	Sep 22	Linda Campbell (Low Hill Nursery School)	26.04.17	Sep 20	

# Schools' Forum Membership

Last updated: 21 November 2019

Special school sector						
Headteacher / Representatives	Nominated	Term ends	Governors	Elected	Term ends	Notes
Sarah Whittington (Tettenhall Wood School)	10.03.18	Sep 21	Barry Bond ( <b>Chair</b> ) (Green Park)	05.05.17	Sep 20	2 Representatives: 1 Headteacher 1 Governor.
<b>Substitutes</b>			<b>Substitute</b>			
Fiona Gillespie (Penn Hall Special School)	<b>08.05.19</b>	<b>Sep 22</b>	Tim Gallagher (Tettenhall Wood School)	05.05.17	Sep 20	

Pupil Referral Unit			
Headteacher / Representatives	Nominated	Term ends	Notes
Vacancy			1 representative
Substitute			
Vacancy			

Academies Sector			
Representatives	Nominated	Term ends	Notes
Darryl Asbury, Executive Headteacher (Perry Hall MAT)	<b>18.11.19</b>	<b>Sep 22</b>	10 representatives Co-ordinated by ConnectEd.  *(Upon conversion)
Louisa Craig (Pope John xxiii Catholic MAC)	11.10.18	Sep 21	
Ben Davis Headteacher - Grove Primary (Part of St. Martin's MAT)	11.10.18	Sep 21	
David Lewis (Principal – S. Peter's Collegiate)	11.10.18	Sep 21	
Ian Moore (Finance Officer - Manor MAT)	11.10.18	Sep 21	
Jeremy Parkes (Perry Hall MAT)	06.04.17	Sep 20	
Karen Preston ( <b>Vice Chair</b> ) (Director – S. Peter's Collegiate)	14.11.18	Sep 21	
Bhaksho Raj (St Francis & St Clare Catholic MAC)	26.09.19	Sep 22	
Graham Tate (Highfields)	15.12.17	Sep 20	
Phil Williams (CLPT)	11.10.18	Sep 21	

# Schools' Forum Membership

Last updated: 21 November 2019

<b>Academies Sector</b>			
<b>Substitutes</b>			
Kirsty Banks (Business Manager - St. Stephen's C of E Primary School)	14.11.18	Sep 21	
Amarjit Cheema (CEO - Perry Hall MAT)	06.04.17	Sep 20	
David Cooke (S. Peter's Collegiate)	11.10.18	Sep 21	
<b>Vacancy</b>			

## Non School Members

Sector	Representative	Nominated	Term ends	Notes
Diocesan Schools (x2)	Carroll McNally (Holy Trinity Catholic)	25.02.17	Sep 20	Membership: 4 representatives.  Each of the sectors to nominate representatives.
	Gary Gentle (Bilston CE)	08.03.17	Sep 20	
	<b>Substitutes</b>			
	<b>Vacancy</b>			
	<b>Vacancy</b>			
Early Years (PVI Sector)	Debbie Clarke	13.02.17	Sep 20	
16-19 Education	Ian Browne	12.12.17	Sep 20	

## Observer Status Members

Sector	Representative	Notes
Councillor with cabinet responsibility for Education & Skills	Councillor Dr Michael Hardacre	
Director of Children's Services	Emma Bennett	
Head of School Organisation	Bill Hague	
<b>Clerk to the Forum</b>	<b>Democratic Support</b>	
Democratic Services Officer	Shelley Humphries	email: <a href="mailto:shelley.humphries@wolverhampton.gov.uk">shelley.humphries@wolverhampton.gov.uk</a> Tel: 01902 554070

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City of Wolverhampton Council

## **SCHOOLS' FORUM**

<b>Date</b>	5 December 2019
<b>Report title</b>	Schools' Forum – Forward plan 2019 - 2020
<b>Contact Officer</b>	Bill Hague, Head of School Organisation
<b>Telephone number</b>	01902 555100

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### **Summary**

This report outlines the Forward Plan for Schools' Forum for 2019 - 2020.

It is good practice to have a forward plan to ensure that Forum members are aware of the schedule of reports that need to be considered and decisions made.

### **Decision**

Members of the Schools' Forum are asked to note and comment on the Forward Plan.

**Wolverhampton Schools' Forum  
Forward Plan 2019 - 2020**

<b>Date of Meeting</b>	<b>Item Type</b>	<b>Responsible Officer</b>
<b>5 December 2019</b>		
High Needs Place Commissioning 2020 - 2021	Information Item	Tom Knott
Growth Fund Update	Information item	David Kirby
Consultation on Schools' Funding Formula 2020 - 2021	Decision Item	Debra Boniface
Early Years Funding	Decision Item	Debra Boniface
High Needs Sub-Group Update	Decision Item	Chair of High Needs Sub-Group
<b>20 January 2020</b>		
Deficit Budget Monitoring	Information item	Debra Boniface
Dedicated Schools Grant and School Funding 2020 - 2021	Decision item	Debra Boniface
High Needs Sub-Group Update	Standing Item	Chair of High Needs Sub-Group
<b>27 February 2020</b>		
Schools Funding Block 2020 - 2021	Approval Item	Debra Boniface/James Barlow
High Needs Block Funding 2020 - 2021	Approval Item	Debra Boniface/James Barlow
Early Years Funding Block 2020 - 2021	Approval Item	Debra Boniface/James Barlow
Central Services Block 2020 - 2021	Approval Item	Debra Boniface/James Barlow
High Needs Sub-Group Update	Standing Item	Chair of High Needs Sub-Group

**Schedule of background papers (if applicable)**

N/A

## City of Wolverhampton Council

### SCHOOLS' FORUM

<b>Date</b>	5 December 2019
<b>Report title</b>	Growth Fund Update
<b>Contact Officer</b>	David Kirby, Service Manager – School Places and Transport
<b>Telephone number</b>	01902 554152

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#### Summary

This report provides an update on the deployment of the 2018 – 2019 Financial Year Growth Fund payment and outlines estimated Growth Fund allocations in 2019 - 2020 Financial Year. Schools' Forum members are asked to reaffirm growth fund eligibility criteria in accordance with the relevant guidance from the Education Skills and Funding Agency (ESFA).

#### Decision

Members of the Schools' Forum Scrutiny Sub Group are asked to note:

1. The 2018 - 2019 Growth Fund allocations (Appendix 1).
2. The estimated 2019 - 2020 Growth Fund allocations (Appendix 2).
3. The potential 2020 - 2021 Growth Fund allocation.
4. The improvements made to communication of Growth Fund payments to schools, in response to feedback in Schools' Forum on 6 December 2018.
5. The anticipated upturn in demand for both the Primary and Secondary estates and the need for future Growth Funds to support both phases.

#### Appendix of Background Papers

Schools' Forum (6 December 2018)  
Schools' Forum (11 January 2018)  
Cabinet (November 2017)  
Council (September 2017)  
Cabinet (September 2017)  
Cabinet (June 2017)  
Schools' Forum (February 2017)  
Schools' Forum (19 January 2017) Centrally Managed and De-Delegated Services 2017/18  
Cabinet (20 July 2016) School Place Planning  
Schools' Forum (13 January 2016) Centrally Retained Dedicated Schools Grant and De-Delegated Services 2016 - 2017  
Schools' Forum (13 January 2016) Growth Fund update  
Schools' Forum (9 July 2015) Growth Fund Update  
Schools' Forum (9 October 2014) Establishment of a Growth Fund to Support Expanding Schools

## 1.0 Background

- 1.1 As previously reported to Schools' Forum, Department for Education (DfE) Regulations enable Local Authorities (LAs), with the express agreement of their Schools' Forum, to create a Growth Fund to support the revenue needs of schools which are required to provide additional places to meet basic need.
- 1.2 The Education Funding Agency's (EFA) historical method of supporting the revenue requirements of schools expanding to meet basic need was to "...'top slice' their overall schools block funding to fund pupil number growth" ('The national funding formula for schools and high needs 2019 to 2020', July 2018).
- 1.3 For 2019-2020 however, the DfE introduced allocating growth funding to local authorities on a formulaic basis: "In 2019-2020 we introduced a new methodology for the growth factor, designed to distribute this funding based on the actual growth that local authorities experienced between successive October censuses, rather than the amount they have historically chosen to spend." Growth allocation within the DSG is now based on pupil data from the October census, but Local authorities will continue to manage their growth funding locally. ('The national funding formula for schools and high needs 2020 to 2021', October 2019).
- 1.4 Schools' Forum first agreed to the establishment of a Wolverhampton Growth Fund on 9 October 2014. In line with this agreement, a Growth Fund has been subsequently retained and deployed.
- 1.5 Experience has shown that Growth Fund provision is essential to expanding schools as the admission of significant numbers of additional pupils has clear revenue budget implications for the schools concerned (funding is based upon numbers on roll recorded within the preceding autumn term School Census). Without such provision expanding schools would face a likely shortfall in revenue funding until funding allocations reflect actual numbers on roll.
- 1.6 City schools currently qualify for funding through the Growth Fund in the following circumstances:
  - The school or academy has agreed with the LA to permanently increase its admission limit to meet basic need.
  - The school or academy has agreed with the LA to provide a bulge class to meet basic need.
  - The school or academy has agreed with the LA to expand in-year to meet basic need.
- 1.7 Please note that the adopted strategy entitled 'The Vision for School Organisation 2018-20' reduced the recommended surplus levels the LA work towards to 2% for both primary and secondary. This is brought in line with the basic need funding allocated to LAs, as central government operate a funding level of 2% surplus. Previously recommended surplus levels were 5% for primary and 6% for secondary. This highlights the increasing importance of the Growth Fund payments to support schools who are admitting additional pupils in order to meet basic need.
- 1.8 Growth Funds may not be used to support either schools in financial difficulty or to meet the strategic aspirations of schools or trusts who wish to expand to meet their local objectives. This is as per EFA guidance: "The growth fund can be used only for the purposes of supporting growth in pre-16 pupil numbers to meet basic need, to support

additional classes needed to meet the infant class size regulation and to meet the costs of new schools” (‘EFA Schools Revenue Funding 2017 to 2018’, February 2017).

- 1.9 In all instances, the principal basis for allocating additional funding through the Growth Fund is the number of additional children admitted to meet basic need; individual schools’ funding rates are based upon the pupil-led factors of the local funding formula. The Growth Fund also includes a guaranteed minimum level of funding to provide greater security to those schools who are expanding by half a form of entry or more to meet basic need. These schools would be guaranteed to receive, at a minimum, the equivalent of the salary of a teacher at the midpoint of the teachers’ main scale for each 30 additional places provided (this figure would be adjusted on a pro-rata basis depending on the number of additional places being provided).
- 1.10 Due to variations in school financial years, it is intended that allocations to maintained schools would reflect the period September to March, whilst allocations to academies reflect the period September to August.

## **2.0 Deployment Process**

- 2.1 Following queries and feedback in Schools’ Forum on 6 December 2018, the LA is now confirming Growth Fund payments to schools once they have been processed. Schools are given the payment reference id in order to track the receipt of these funds, along with a breakdown of the number of places for which they are being funded. An example of the email they receive is shown in Appendix 4.
- 2.2 DfE guidelines suggest that the Growth Fund must be employed on the same basis for the benefit of maintained schools and academies and this is reflected in the operation of the Wolverhampton Growth Fund.

### **Model 1 – Standard Growth Fund Payment**

- 2.3 Schools permanently expanding from point of entry as set out in 1.6, will receive a Growth Fund payment which is always based on the Autumn census number on roll for point of entry (Reception for Primary and Year 7 for Secondary). The LA recognise that schools will have a shortfall in funding in the long term, until the increased PAN is recorded in all year groups within the preceding Autumn term census (on which funding is based). For this reason, growth fund payments for permanent expansions will continue for seven years in primary schools and five years in secondary schools. This scenario can be illustrated by the example below.

### **Example of Standard Growth Fund Payment**

- 2.4 School A agrees with the LA to permanently increase its admission limit from 120 to 180 to meet basic need in time for Allocation Day. For the next seven (primary) or five (secondary) years, the schools’ funding will not reflect the increase in PAN. Consequently, the LA will pay for any additional places filled at point of entry, above 120 (up to 180), which are recorded in the Autumn term census. See 1.9 and 1.10 for details of how the funding is calculated.

### **Model 2 – One-off Standard Growth Fund Payment (temporary uplift starting in point of entry)**

- 2.5 Schools introducing a temporary bulge from point of entry as set out in 1.6, will receive one Growth Fund payment based on Autumn census number on roll for that particular

cohort. The LA recognise that schools would be behind in their revenue funding in the short term, and for this reason they are paid growth fund for each additional place filled in Autumn census to make up for this temporary short fall. This scenario can be illustrated by the example below.

### **Example of One-off Standard Growth Fund Payment (temporary uplift starting in point of entry)**

- 2.6 School B agrees with the LA to provide an additional 15 places at point of entry to meet basic need, making its PAN 60. The school's funding will temporarily not reflect the increase in PAN until the following year, consequently the LA will pay for any additional places filled at point of entry, above 45 (up to 60), which are recorded in that Autumn term census. See 1.9 and 1.10 for details of how the funding is calculated.

### **Model 3 – In-year Growth Fund Payment**

- 2.7 Schools temporarily uplifting their PAN in a year group other than point of entry, as set out in 1.6, will receive a Growth Fund payment based on the number on roll for that cohort in the next termly census. The number on roll for this cohort will continue to be tracked in termly censuses and funded, until all additional places are filled, up to the agreed PAN. This scenario can be illustrated by the example below.

### **Example of In-year Growth Fund Payment**

- 2.8 School C agrees with the LA to temporarily uplift its PAN from 60 to 66 in Year 3 to meet basic need. The school's funding will temporarily not reflect the increase in PAN, consequently the LA will pay for any additional places filled above 60 (up to 66) which are recorded in the following termly censuses, until the additional places in this cohort are filled. See 1.9 and 1.10 for details of how the funding is calculated.

## **3.0 Update on Deployment of 2018 - 2019 Growth Fund**

- 3.1 On 11 January 2018 Schools' Forum agreed to the creation of a Growth Fund of £1.8 million. The total expenditure for Financial Year 2018-2019 was over £1.4 million. Please note that Spring 2018 payments for academies were made in April 2018 and therefore feature in the 2018-2019 Financial Year payments. Please see Appendix 1 for a breakdown of these payments.

## **4.0 Update on Deployment of 2019 – 2020 Growth Fund**

- 4.1 The carry forward from 2018-19 plus the 2019-2020 budget, gives a total available budget of £2,238,225 for Financial Year 2019-2020.
- 4.2 Summer 2019 Growth Fund payments have already been made and a breakdown can be found in the first column of Appendix 2.
- 4.3 Estimated remaining payments for Autumn 2019 and Spring 2020 are also detailed in Appendix 2. This is estimated to be £2,231,821.94.
- 4.4 Please note that at the time of this meeting, 2019 Autumn census data is currently being validated. Consequently, estimated payments detailed in Appendix 2 are based on an indicative number on roll figure from 3 October 2019 and based on an assumption that any additional in-year places not filled at that point, would be filled in Spring 2020 census.

- 4.5 The estimated payments detailed in Appendix 2 (subject to the caveats above) would result in a short fall of £5,947.87, which if needed, will be borrowed forward from the 2020-2021 budget. It should be noted that this is an estimate and does not include any contingency for additional in-year places that may be needed.
- 4.6 Any resources remaining in the Growth Fund at the end of the financial year 2019-2020 will be reported to Schools' Forum by colleagues in Finance and be considered as part of the overall 2019 - 2020 out-turn.

## **5.0 Deployment of the 2020 - 2021 Growth Fund**

- 5.1 Please see Appendix 3 for estimated Growth Fund payments for 2020 – 2021, which is £2 million. This is based on an assumption that all additional in-year places referred to in Appendix 2 have been paid out in the previous financial year. A contingency for additional places that may be needed has been included.
- 5.2 There is a need to introduce additional secondary school places in the City for September 2021. There is also the need to introduce additional primary places for September 2021. It is the intention to continue to use the existing transparent and consistent criteria under which schools qualify for funding as set out in 1.6 above. Any additional places will be introduced in line with the approved strategic policy as outlined in 'The Vision for School Organisation 2018 – 2020: City of Wolverhampton Education Place Planning'.
- 5.3 Schools' Forum should note previously confirmed expansion programmes and in year growth requirements.
- 5.4 In order to ensure transparency it is proposed that any 2020 - 2021 Growth Fund deployments would once again be reported to Schools' Forum on a periodic basis.
- 5.5 Please note that it is anticipated there will be a requirement to deploy a Growth Fund in subsequent financial years to support the needs of pupils in expanding primary and secondary schools to meet basic need. The City attracts additional DSG funding as a result of the increased number of pupils in the system.

## **6.0 Impact**

- 6.1 The allocation of resources from the Dedicated Schools Grant impacts on the funding directed to schools.

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## 2018-2019 Financial Year Growth Fund Allocations

Establishment	Spring 18 Growth Fund In-year Payment	Summer 18 Growth Fund In-year Payment	Autumn 2018 Growth fund Standard Payment	Autumn 2018 Growth fund In-year Payment	Spring 19 Growth Fund In-year Payment	Total
Wilkinson Primary		£7,824.67				£7,824.67
Bilston CE Primary			£74,140.05	£7,414.00		£81,554.05
Northwood Park Primary			£35,220.47			£35,220.47
St Andrew's CE Primary			£29,791.37			£29,791.37
Eastfield Primary			£76,914.87			£76,914.87
Dunstall Hill Primary			£124,736.58	£4,157.89		£128,894.47
Fallings Park Primary			£62,624.15	£2,504.97	£1,073.56	£66,202.68
Trinity CE Primary			£68,774.93			£68,774.93
Manor Primary			£90,200.17			£90,200.17
St Mary's Catholic Primary	£6,282.57	£3,472.13	£62,498.29		£5,555.40	£77,808.39
Spring Vale Primary			£41,122.16			£41,122.16
Stowlawn Primary			£25,915.52			£25,915.52
Loxdale Primary			£49,715.52			£49,715.52
Berrybrook Primary	£4,146.60			£8,853.43	£2,951.14	£15,951.17

<b>Establishment</b>	<b>Spring 18 Growth Fund In-year Payment</b>	<b>Summer 18 Growth Fund In- year Payment</b>	<b>Autumn 2018 Growth fund Standard Payment</b>	<b>Autumn 2018 Growth fund In-year Payment</b>	<b>Spring 19 Growth Fund In-year Payment</b>	<b>Total</b>
Wodensfield Primary				£8,031.80		<b>£8,031.80</b>
Edward the Elder Primary				£7,452.84	£2,484.28	<b>£9,937.12</b>
Perry Hall Primary	£5,628.60					<b>£5,628.60</b>
Villiers Primary					£5,195.51	<b>£5,195.51</b>
<b>Total Primary</b>	<b>£16,057.77</b>	<b>£11,296.80</b>	<b>£741,654.08</b>	<b>£38,414.93</b>	<b>£17,259.89</b>	<b>£824,683.47</b>
Our Lady & St Chad's Academy			£220,225.15			£220,225.15
Aldersley High School			£97,340.91			£97,340.91
St Edmund's Catholic Academy				£228,431.74		£228,431.74
St Matthias School				£54,490.25	£2,747.51	£57,237.76
<b>Total Secondary</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£317,566.06</b>	<b>£282,921.99</b>	<b>£2,747.51</b>	<b>£603,235.56</b>
<b>GRAND TOTAL</b>	<b>£16,057.77</b>	<b>£11,296.80</b>	<b>£1,059,220.14</b>	<b>£321,336.92</b>	<b>£20,007.40</b>	<b>£1,427,919.03</b>

## Estimated Growth Fund Allocations 2019-2020 Financial Year

Establishment	PAID	ESTIMATED			Total
	Summer 19 Growth Fund In-year Payment	Autumn 2019 Growth fund Standard Payment	Autumn 2019 Growth fund In-year Payment	Spring 20 Growth Fund In-year Payment	
Villiers	£6,394.82		£7,560.88	£5,040.59	£18,996.29
Perry Hall	£5,956.11		£3,527.44	£2,351.63	£11,835.18
Bilston CE		£36,233.08			£36,233.08
Northwood Park		£18,312.00			£18,312.00
Eastfield		£30,152.97			£30,152.97
Dunstall Hill		£126,991.05			£126,991.05
Fallings Park		£64,886.90			£64,886.90
Trinity CE		£96,857.98			£96,857.98
Manor		£98,729.85			£98,729.85
St Mary's Catholic		£61,909.02			£61,909.02
Spring Vale		£61,539.76			£61,539.76
Stowlawn		£41,717.60			£41,717.60
Loxdale		£52,653.57			£52,653.57
Wodensfield			£6,529.96	£932.85	£7,462.81
Edward the Elder			£11,770.90	£5,231.51	£17,002.41
Elston Hall			£10,910.36	£14,547.15	£25,457.51
Bantock			£0.00	£4,257.55	£4,257.55
Woden			£24,598.07	£5,466.24	£30,064.31
Whitgreave			£0.00	£8,523.81	£8,523.81
<b>Total Primary</b>	<b>£12,350.93</b>	<b>£689,983.77</b>	<b>£64,897.62</b>	<b>£46,351.33</b>	<b>£813,583.65</b>

<b>(continued) Establishment</b>	<b>Summer 19 Growth Fund In-year Payment</b>	<b>Autumn 2019 Growth fund Standard Payment</b>	<b>Autumn 2019 Growth fund In-year Payment</b>	<b>Spring 20 Growth Fund In-year Payment</b>	<b>Total</b>
Our Lady & St Chad's Academy		£206,752.82			£206,752.82
Aldersley High School		£157,151.20			£157,151.20
St Edmund's Catholic Academy		£245,946.07			£245,946.07
St Matthias School		£77,224.57			£77,224.57
Ormiston SWB		£160,007.27			
Colton Hills		£136,974.87			£136,974.87
Highfields School		£131,274.81			£131,274.81
Moreton Academy		£169,708.40			£169,708.40
Khalsa Academy		£145,549.19			£145,549.19
<b>Total Secondary</b>	<b>£0.00</b>	<b>£1,430,589.22</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£1,430,589.22</b>
<b>GRAND TOTAL*</b>	<b>£12,350.93</b>	<b>£2,120,572.99</b>	<b>£64,897.62</b>	<b>£46,351.33</b>	<b>£2,244,172.87</b>

\* It should be noted that this does not include any contingency for additional in-year places that may be needed.

## Estimated 2020 – 2021 Financial Year: Standard Growth Fund Payments

Establishment	Additional Places	Estimated Allocation 2020-21 (based on 2019 - 2020 Funding Formula)
Bilston CE Primary	15	£36,233.08
Eastfield Primary	15	£34,791.89
Dunstall Hill Primary	30	£126,991.05
Fallings Park Primary	30	£72,096.56
Trinity CE Primary	30	£116,229.57
Manor Primary	30	£102,134.33
St Mary's Catholic Primary	15	£61,909.02
Spring Vale Primary	30	£65,935.45
Stowlawn Primary	30	£69,529.33
Loxdale Primary	30	£68,678.56
<b>Maximum Total Primary</b>	<b>255</b>	<b>£754,528.85</b>
Our Lady & St Chad's Academy	40	£212,054.17
Aldersley High School	30	£157,151.20
St Edmund's Catholic Academy	50	£250,965.38
Moreton School	40	£218,978.59
Highfields School	28	£131,274.81
St Matthias School	29	£97,370.11
<b>Maximum Total Secondary</b>	<b>217</b>	<b>£1,067,794.26</b>
<b>Contingency for additional places</b>	-	<b>£177,676.89</b>
<b>GRAND TOTAL</b>	<b>472</b>	<b>£2,000,000.00</b>

## Appendix 4

### Example of Growth Fund email sent to schools

Dear Headteacher

This email is to inform you that your school will shortly be receiving a Growth Fund payment of £7,452.84 with the reference 123456789.

This Growth Fund payment is based on the validated census figures of Autumn term 2018, for year groups that qualify for growth fund payments as previously agreed with the Local Authority.

A detailed breakdown for this payment is included below, please note that the current cost per additional place filled is £3,726.42.

Year Group	Number on Roll at Autumn 18 Census	Places Funded	Growth Fund Payment	Payment Type	Additional notes
3	32	2	£7,452.84	In Year - Tracked Payment	Two remaining places to be filled and funded.

If you have any questions regarding this Growth Fund Payment please contact [school.organisation@wolverhampton.gov.uk](mailto:school.organisation@wolverhampton.gov.uk).

Kind regards,

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City of Wolverhampton Council

## SCHOOLS' FORUM

<b>Date</b>	5 December 2019
<b>Report title</b>	2020-2021 High Needs Place Commissioning
<b>Contact Officer</b>	Tom Knott, SEND Commissioning Officer
<b>Telephone number</b>	01902 551469

### Summary

This paper summarises the 2020-2021 High Needs Place Commissioning Process and outlines the number of high needs places commissioned at establishment level for the 2020-2021 academic year.

### Decision

Members of the Schools Forum are asked to note:

1. The 2019 Special Educational Needs and/or Disabilities (SEND) Sufficiency Analysis
2. The 2020-2021 High Needs Place Commissioning Process
3. The number of high needs places commissioned at each establishment for the 2020-2021 academic year.

### Schedule of Background Papers

Schools Forum High Needs Funding Sub-group (7 November 2019) 2020-2021 High Needs Place Commissioning  
 ESFA (9 October 2019) Place Change Notification Process: Technical Note  
 ESFA (October 2019) High Needs Funding: 2020 to 2021: Operational Guide  
 Schools Forum High Needs Funding Sub-group (12 September 2019) 2019 SEND Sufficiency Analysis  
 Cabinet (12 September 2018) The Vision for School Organisation 2018-2020: City of Wolverhampton Education Place Planning  
 Cabinet (24 February 2016) Joint Special Educational Needs and Disabilities Strategy  
 The Special Educational Needs and Disability Code of Practice: 0-25 years (DfE & DoH 2015)

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## **1.0 Purpose**

- 1.1 The purpose of this report is to provide members of Schools' Forum with an update regarding the commissioning of educational provision for students with high needs.
- 1.2 The paper highlights the 2019 SEND Sufficiency Analysis, outlines the adopted 2020-2021 High Needs Place Commissioning Process and details the number of high needs places commissioned at each establishment for the 2020-2021 academic year.

## **2.0 Background**

- 2.1 As detailed in the High Needs Funding: 2020 to 2021: Operational Guide (Education and Skills Funding Agency 2019) "High needs funding is provided to local authorities through the high needs block of the dedicated schools grant (DSG). Local authorities must spend that funding in line with the associated conditions of grant, and School and Early Years Finance Regulations." (Education and Skills Funding Agency, 2019).
- 2.2 The high needs funding system supports provision for children and young people with SEND from their early years to age 25, enabling both local authorities and institutions to meet their statutory duties under the Children and Families Act 2014. The high needs funding block provides local authorities with resources for place funding and top-up funding for institutions, and funding for high needs services delivered directly by the authority or under a separate funding agreement with institutions (including funding devolved to institutions).
- 2.3 Local authorities determine how much to set aside in their high needs budget for place and top-up funding given to institutions and have flexibility to change funded place numbers.
- 2.4 "Place funding should broadly reflect both local authorities' recent commissioning activity and strategic planning to secure suitable SEND provision and AP, in line with their statutory responsibilities. In determining the number of funded places, local authorities should consider all high needs providers in their area and take account not only of their own commissioning decisions but also of the commissioning decisions of other local authorities. In the case of AP, local schools' commissioning activity and plans should also be considered" (Education and Skills Funding Agency, 2019).
- 2.5 "Dialogue between local authorities and institutions is important when preparing for the allocations of high needs place funding to institutions. Local authorities should consult with institutions in their area and discuss both current numbers of places being taken up, which will be included on the school census and ILR returns, and the number of places required in future" (Education and Skills Funding Agency, 2019).
- 2.6 The content of this paper is intrinsically linked to a number of ongoing workstreams including the Review of the Organisation of Special Schools (which will culminate in the publication of an annex to the Council's Vision for School Organisation 2018-2020 which will outline the Council's longer-term vision for the City's High Needs Estate and provide a framework to guide future changes), a recent series of sufficiency audits, and the expression of interest process regarding the establishment of new resource bases in the City.

### **3.0 2019 SEND Sufficiency Analysis**

- 3.1 The 2019 SEND Sufficiency Analysis is published on the local offer website (<http://win.wolverhampton.gov.uk/kb5/wolverhampton/directory/site.page?id=06WnRCxXzYk>).
- 3.2 This paper provides the City of Wolverhampton Council and our partners with a summary outlining current and anticipated future needs of children and young people with SEND in Wolverhampton.
- 3.3 The annual report complements the 'Children and Young People with Special Educational Needs and Disabilities' Joint Strategic Needs Assessment 2019; together they provide a robust and timely summary of information regarding Wolverhampton's Children and Young People with SEND.
- 3.4 Key headlines:
- The number of pupils with SEND in the City has increased over the last three years (6,935 in January 2016 to 7,834 in January 2019).
  - 2.96% of students in Wolverhampton schools in January 2019 had an EHCP (increase from 2.75% in January 2018).
  - 14.05% of students in Wolverhampton schools in January 2019 were accessing SEN Support (increase from 14.01% in January 2018).
  - The identified prevalence of the primary needs of Autistic Spectrum Disorder (ASD), Other, Social, Emotional and Mental Health Difficulties (SEMH), and Speech, Language and Communication Needs (SLCN) has increased in recent years.
  - The identified prevalence of the primary needs of Moderate Learning Difficulties (MLD), Severe Learning Difficulties (SLD), Specific Learning Difficulties (SpLD) and Profound and Multiple Learning Difficulties (PMLD) has decreased in recent years.
  - In April 2019, 15% of pupils with Wolverhampton EHCPs were placed in out of City or Independent provision.
  - The total number of pupils with SEND within Wolverhampton's schools are forecast to increase by 11.22% between 2018-2019 and 2026-2027.

### **4.0 2020-2021 High Needs Place Commissioning Process**

- 4.1 The local 2020-2021 High Needs Place Commissioning Process is principally driven by the Education and Skills Funding Agency's (ESFA) place change notification process (<https://www.gov.uk/government/publications/high-needs-funding-arrangements-2020-to-2021/place-change-notification-process-technical-note>).
- 4.2 "The following institution types are funded from a local authority's dedicated schools grant, via ESFA, and are therefore within scope of the 2020 to 2021 place change notification process; mainstream primary and secondary academies with resource bases, mainstream free schools with resource bases, resourced provision or sixth forms, studio schools, university technical colleges, special academies, special free schools, alternative provision academies, further education institutions and independent learning providers" (ESFA, 2019).
- 4.3 Although local authorities do not need to return place numbers for maintained mainstream schools, maintained special schools and maintained PRUs to the ESFA

within this return, it is essential that local authorities consider the entirety of the high needs provision available across both mainstream and specialist institutions, how that provision is currently meeting the needs of children and young people, and what changes are necessary to meet their needs in future.

4.4 The locally employed 2020-2021 High Needs Place Commissioning Process is outlined in Appendix 1.

4.5 The Council submitted the 2020-2021 place change notification to the ESFA by the deadline of 15 November 2019.

4.6 The 2020-2021 High Needs Place Commissioning Process is concerned with planned place numbers. The high needs funding guidance allows for the funding of places in addition to planned numbers where the need has been identified and pupils placed in accordance with their Education, Health and Care Plans (EHCPs).

## **5.0 2020-2021 High Needs Place Commissioning Principles**

5.1 To ensure the efficient and fair employment of limited resources, commissioning decisions have been principally driven by historic numbers on roll within each setting.

Exceptions to this rule include:

- Providers undertaking a reorganisation of SEND provision in partnership with the local authority to meet local needs.
- Providers for whom the local authority recognises that the minimum viability place threshold has not been reached.
- Provision experiencing a significant change in local circumstances.

## **6.0 2020-2021 High Needs Places**

6.1 A summary of the number of high needs places commissioned at each establishment for the 2020-2021 academic year can be found at Appendix 2.

## 2020-2021 High Needs Place Commissioning Process

Date	Activity
11.09.19	SEND Sufficiency Analysis to SEND and Commissioning Partnership Board
12.09.19	SEND Sufficiency Analysis to Schools Forum High Needs Funding Sub Group
13.09.19	Request information from other LAs re. 2020 commissioning requirements
18.09.19	Publication of SEND Sufficiency Analysis on Local Offer
23.09.19	Aldersley High HN Place Commissioning Meeting
23.09.19	Broadmeadow Special HN Place Commissioning Meeting
23.09.19	Northern House Trust HN Place Commissioning Meeting
24.09.19	Penn Hall School HN Place Commissioning Meeting
24.09.19	Westcroft School HN Place Commissioning Meeting
24.09.19	WVTC HN Place Commissioning Meeting
25.09.19	Green Park School HN Place Commissioning Meeting
26.09.19	Low Hill Nursery HN Place Commissioning Meeting
26.09.19	Palmers Cross Primary HN Place Commissioning Meeting
26.09.19	St Matthias School HN Place Commissioning Meeting
27.09.19	Springdale Primary HN Place Commissioning Meeting
30.09.19	Bushbury Nursery HN Place Commissioning Meeting
30.09.19	Tettenhall Wood School HN Place Commissioning Meeting
30.09.19	Deadline for feedback from other LAs re. 2020 commissioning requirements
02.10.19	Bilston Nursery HN Place Commissioning Meeting
02.10.19	Smestow School HN Place Commissioning Meeting
03.10.19	Windsor Nursery HN Place Commissioning Meeting
04.10.19	Warstones Primary HN Place Commissioning Meeting
04.10.19	Penn Fields School HN Place Commissioning Meeting
04.10.19	Castlecroft Primary HN Place Commissioning Meeting
11.10.19	Lawnswood Campus HN Place Commissioning Meeting
22.10.19	City of Wolverhampton College HN Place Commissioning Meeting
31.10.19	2020-2021 High Needs Place Commissioning Report to Joint Children and Education Leadership Team
06.11.19	Verbal Notification of 2020-2021 High Needs Place Commissioning Thresholds to settings
07.11.19	2020-2021 High Needs Place Commissioning Report to Schools Forum High Needs Funding Sub Group
15.11.19	Deadline for Submission of 2020 to 2021 place change notification return to ESFA
18.11.19	Written confirmation of 2020-2021 High Needs Place Commissioning thresholds to settings
27.11.19	Outcomes of the 2020-2021 High Needs Place Commissioning Process Report to SEND and Commissioning Partnership Board
05.12.19	Outcomes of the 2020-2021 High Needs Place Commissioning Process Report to Schools Forum
09.12.19	Publication of 2020-2021 High Needs place commissioning thresholds on local offer
January 2020	ESFA Enquiry Window Opens
February 2020	ESFA Enquiry Window Closes

## 2020-2021 Commissioned High Needs Places

Provider	Provider Type	2019-2020 HN Places	2020-2021 HN Places	Variance from 2019 - 2020
Aldersley High School	Resource Base	8	8	0
Bilston Nursery	Resource Base	10 (PT)	10 (PT)	0
Braybrook Centre	Pupil Referral Unit	42	42	0
Broadmeadow Special	Special School	53	54	+1
Bushbury Nursery	Resource Base	6 (PT)	6 (PT)	0
Castlecroft Primary	Resource Base	8	8	0
City of Wolverhampton College	FE College	194	177	-17
Green Park School	Special School	144	144	0
Low Hill Nursery	Resource Base	10 (PT)	10 (PT)	0
Midpoint Centre	Pupil Referral Unit	68	68	0
Northern House Primary PRU	Pupil Referral Unit	32	32	0
Northern House School	Special School	120	120	0
Orchard Centre	Pupil Referral Unit	75	75	0
Palmers Cross Primary	Resource Base	13	15	+2
Penn Fields School	Special School	156	180	+24
Penn Hall School	Special School	100	103	+3
Smestow School	Resource Base	6	6	0
Springdale Primary	Resource Base	30	28	-2
St Matthias School	Resource Base	8	12	+4
Tettenhall Wood School	Special School	128	133	+5
Warstones Primary	Resource Base	12	14	+2
Westcroft School	Special School	180	188	+8
Windsor Nursery	Resource Base	10 (PT)	10 (PT)	0
Wolverhampton Vocational Training Centre	Special School	35	29	-6