



Complete Agenda

Democratic Service
Swyddfa'r Cyngor
CAERNARFON
Gwynedd
LL55 1SH

Meeting

SCHOOLS FINANCE FORUM

Date and Time

**9.00am, WEDNESDAY, 18TH NOVEMBER, 2015
PLEASE NOTE THAT THE START TIME HAS CHANGED**

Location

**Hen Eglwys y Santes Fair, Heol yr Eglwys, Tremadog
CommitteeAddress**

Contact Point

**Glynda O'Brien
(01341) 424301**

(DISTRIBUTED 13.11.15)

SCHOOLS FINANCE FORUM

MEMBERSHIP

CABINET MEMBERS

Cllr Gareth Thomas (Education)
Cllr Peredur Jenkins (Resources)

CORPORATE DIRECTORS

Mr Iwan Trefor Jones

SECONDARY HEAD TEACHERS

Mr Alun Llwyd – Ysgol Dyffryn Ogwen	Mr Dylan Minnice - Ysgol Botwnnog
Mr Eifion Jones - Ysgol Brynrefail	Mr Andrew Roberts - Ysgol y Berwyn

PRIMARY HEAD TEACHERS

Mrs Iona Jones - Ysgol Edmwnd Prys/Bro Cynfal	Mr Gwyn Howells - Ysgol y Gelli
Mr Rhys Williams - Ysgol Cymerau	Mrs Menna Wynne Pugh - Ysgol Penybryn
Mrs Esme Spencer - Ysgol Baladeulyn	Mr Geraint Evans – Ysgol Edern

TEACHERS' UNIONS

Mr Neil Foden – Ysgol Friars

GOVERNORS

Arfon

Mr Dafydd Meirion Roberts, Ysgol Brynrefail,
Mr Godfrey Northam - Ysgol Llanllechid

Meirionnydd

Mr Gwynne Pierce - Ysgol Llanbedr
Mrs Llinos Lloyd, Corff Cysgodol Dalgylch y Gader,

Dwyfor

Mr Gwilym Jones, Ysgol Borthygest,
Cyng. Michael Sol Owen, Ysgol Glan y Mor,

DIOCESE

Rev Robert Townsend

CHURCH SCHOOLS

(Awaiting Nomination)

SPECIAL SCHOOLS

Mrs Donna Roberts - Ysgol Hafod Lon ac Ysgol Pendalar

Observers :

Mr Dilwyn Williams, Chief Executive
Mr Arwyn Lloyd Thomas, Head of Education Service
Mr Owen Owens, Senior Manager Education Resources Service
Mr Hefin Owen, Rheolwr Cyllid y Gyfadran Datblygu/Finance Manager Development Directorate
Mr Cai Larsen, Cadeirydd Ffederasiwn Penaethiaid Cynradd
Mrs Alwen Watkin, Cadeirydd Ffederasiwn Penaethiaid Uwchradd

Others Invited:

Member of the Education Finance Working Group:

Mr Godfrey Northam	(Cadeirydd y Fforwm Cyllideb Ysgolion)
Y Cyng. Gareth Thomas	(Is-Gadeirydd y Fforwm Cyllideb Ysgolion)

Secondary:	Neil Foden (Ysgol Friars)
	Alun Llwyd (Ysgol Dyffryn Ogwen)
	Eifion Jones (Ysgol Brynrefail)
	Dewi Lake (Ysgol y Moelwyn)

Primary:	Owain Lemin Roberts (Ysgol Maesincla)
	Ifan Llyr Rees (Ysgol Penisarwaun)
	Geraint Evans (Ysgol Edern)
	(Disgwyl enwebiad yn lle Sianelen Fleming)

Ysgolion Arbennig:	Donna Roberts (Ysgol Pendalar / Hafod Lon)
---------------------------	--

Yr Esgobaeth:	Parch. Canon Robert Townsend
----------------------	------------------------------

Observers:	Y Cyng. Peter Read (Cadeirydd y Pwyllgor Craffu Gwasanaethau)
	Y Cyng. Beth Lawton (Is-gadeirydd y Pwyllgor Craffu Gwasanaethau)

A G E N D A

1. APOLOGIES

To receive apologies for absence.

2. DECLARATION OF PERSONAL INTEREST

To receive any declaration of personal interest.

3. MINUTES

1 - 6

To confirm the minutes of a meeting of the Forum held on the 30 June 2015.

(Copy attached)

4. MATTERS ARISING FROM THE MINUTES

- i) 7b) Request from Teachers' Union Forum for representation on Education Finance Working Group
- ii) 7) Primary Headteacher representative on Schools' Finance Forum and 12) Governor representatives on Schools' Finance Forum

5. EDUCATION FINANCE WORKING GROUP - MATTERS ARISING FROM MEETING HELD ON 17TH SEPTEMBER 2015

- i) School Organisation (verbal report)
- ii) School Balances / additional protection for schools (see item 6)
- iii) Effect of cuts on job numbers (verbal report)
- iv) Gwynedd Way
- v) £4.3m (see item 6)

6. PROPOSED POLICY OF ADDITIONAL PROTECTION 7 - 12 ALLOCATION FOR SCHOOLS

6.1 Consultation papers

6.2 Summary of consultation responses

7. UPDATE ON REVIEW OF ADDITIONAL LEARNING NEEDS AND INCLUSION

Verbal report

8. SCHOOLS SAVINGS TARGET - £4.3M

13 - 34

- 8.1 £4.3m summary
- 8.2 Education comparative spend 2015-16
- 8.3 Summary of weakening PTR an effect on protection
- 8.4 Modelling of weakened primary PTR
- 8.5 Modelling of weakening PTR in individual primary schools
- 8.6 Modelling of weakening PTR in individual secondary schools

9. AMEND THE CLERK OF GOVERNORS SERVICE LEVEL 35 - 45 AGREEMENT

9.1 Service Level Agreement – Clerical Service for School Governing Bodies

SCHOOLS' BUDGET FORUM
Minutes of a meeting held at the Former St Mary's
Church, Tremadog
on 30 June 2015 from 1.30 p.m. until 2.45 p.m.

Present:

Cabinet Members: Councillor Gareth Thomas (Education)

School Heads: Eifion Jones (Ysgol Brynrefail), Alun Llwyd (Ysgol Dyffryn Ogwen), Dylan Minnice (Ysgol Botwnnog), Iona Wyn Jones (Ysgol Bro Cynfal/Ysgol Edmwnd Prys), Menna Wynne-Pugh (Ysgol Penybryn, Tywyn), Gwyn Howells (Ysgol y Gelli).

Governors: Godfrey Northam (Ysgol Llanllechid) – for Item 11

Officers: Arwyn Thomas (Head of Education)
Owen Owens (Schools' Senior Manager)
Mrs Glynda O'Brien (Members' and Scrutiny Support Officer)

Apologies: Cllr. Peredur Jenkins (Cabinet Member, Finance), Dilwyn Williams (Chief Executive), Iwan Trefor Jones (Corporate Director), Dafydd L. Edwards (Head of Finance), Hefin Owen (Finance Unit Manager), Rhys Williams (Ysgol Cymerau), Sianelen Fleming (Ysgol Llanaelhaearn), Esme Spencer (Ysgol Baladeulyn), Andrew Roberts (Ysgol y Berwyn), Neil Foden (Teachers Union) and Donna Roberts (Ysgol Pendalar).

1. ELECTION OF CHAIRMAN

Resolved: To re-elect Mr Godfrey Northam as Chairman of the Forum for 2015/16.

2. ELECTION OF VICE-CHAIRMAN

Resolved: To re-elect Councillor Gareth Thomas as Vice-chairman of the Forum for 2015/16.

It was understood that the commencement time for today's meeting was incorrect in the Chair's diary, and therefore in his absence for the majority of the meeting the Vice-chair chaired the meeting.

3. WELCOME

Dylan Minnice, Head of Ysgol Botwnnog, was welcomed to his first meeting of the Schools' Budget Forum following his appointment as successor to Gareth T M Jones.

4. DECLARATION OF PERSONAL INTEREST

No declarations of personal interest were received.

5. MINUTES

The Chairman signed the minutes of the meeting of the Schools' Budget Forum that took place on 26 February 2015, as a true record.

6. MATTERS ARISING FROM THE MINUTES

Item 3(a) – Finance Training for Schools

It was reported that the following dates had been earmarked for finance training for schools, with the time and venues to be confirmed in due course.

13 October 2015

14 October 2015

15 October 2015

Resolved: To accept and note the above.

7. EDUCATION FINANCE WORKING GROUP

A report was submitted by the Head of Education requesting the Forum to confirm the continuation of the Education Finance Working Group in order to hold a discussion in accordance with the Cabinet's decision at its meeting on 19 February 2015, namely:

- (a) To accept the proposals of the Schools' Funding Forum for delivering £952,000 of savings from the schools budget in 2015/16 and comply with the funding promise for schools, using "Model B" to reduce the primary sector teaching staff allocation by £60,131 and to reduce the secondary sector teaching staff allocation by £25,771.
- (b) To request the Schools' Funding Forum to continue to review education services and organisation in order to discover the remaining savings target beyond the £952,000 for 2015/16, and to await its recommendation regarding how the entire £4.3m could be realised over the period from 2015/16 - 2018/19.
- (c) To ask the Cabinet Member for Education to encourage individual school governing bodies to consider how they could use their schools' balances as part of a package to address their financial deficit in a planned way.

Reference was made to the spreadsheet attached to the report that summarised what had been discussed by the Working Group thus far.

In terms of the cuts, a target of £4.3m was set in order to get the Education Service to maximise the efficiency savings that could be squeezed from the education system prior to proceeding to cuts. It was stressed that the line between efficiency savings and cuts was difficult to define in the field of education.

The Forum was requested to confirm the membership of the Working Group and they were reminded of the members from amongst the Headteachers in the secondary and primary sector:

Neil Foden, Alun Llwyd, Eifion Jones and Dewi Lake (Secondary)

Owain Lemin Roberts, Ifan Llŷr Rees, Geraint Evans and Sianelen Pleming (Primary)

It had been suggested to GYDCA that they discussed a nomination to succeed Sianelen Fleming on the Working Group as a result of her intention to retire.

The Head of Education reported that the challenge was to be more efficient whilst working towards the savings of £4.3m. The percentage of service cuts was approximately 6 / 7% compared to some services who were looking for approximately 30%. It would be necessary for the Working Group to conduct difficult discussions by considering the basic principles and focusing on the best possible provision for children and young people.

The Cabinet Member for Education added that the Council's Cabinet was conducting a series of workshops with all council members to discuss the savings process and the Education Service would be under consideration on 6 July 2015. At the end of the process, it was proposed for transparency to consult with the residents of Gwynedd in September/October regarding the implementation of the possible cuts.

A headteacher suggested that the Working Group would have to look at the complete picture and would it not be better to call it the 'Education and Schools Rationalisation Working Group'.

Resolved: (a) To accept and note the contents of the report.

(b) To confirm the Membership of the Education Finance Working Group as follows:

Chair of the Schools' Budget Forum - (Mr Godfrey Northam)

Cabinet Member for Education - (Cllr. Gareth Thomas)

4 Primary Heads (Owain Lemin Roberts, Ifan Llŷr Rees, Geraint Evans and one nomination by GYDCA (Primary))

4 Secondary Heads (Neil Foden, Alun Llwyd, Eifion Jones and Dewi Lake)

Head of Special School (Donna Roberts, Ysgol Pendalar)

Diocese representative (Rev. Canon Robert Townsend)

Observers: Chair of the Services Scrutiny Committee (Cllr. Peter Read)

>><< Vice-chair of the Services Scrutiny Committee

(Cllr. << Beth Lawton)

(c) That a meeting of the Working Group takes place on 17 September 2015, if this does not conflict with the Secondary Strategic meeting.

8. SCHOOLS' FINAL ACCOUNTS – FINANCIAL YEAR 2014/15

The details of school balances were submitted on 31 March 2015, which outlined that the balances had been reduced by £281,267 during 2014/15 to £3,495,580, equivalent to 4.89% of their final allocation.

It was noted that 15 schools had a financial deficit at the end of 2014/15 to the value of £327,873 compared to seven at the end of 2013/14 to the value of £116,313.

- 9 primary schools had a total deficit of £111,677 (varying between £780 and £52,579)

- 5 secondary schools had a total deficit of £190,742 (varying between £17,943 and £94,128)
- 1 special school with a deficit of £25,454.

There was a substantial reduction in the balances of secondary schools, but an increase in the balances of primary schools.

Members were reminded of the guidance procedure on the use of balances and reference was made to the appendix attached to the report highlighting the financial sums that exceeded the thresholds. It was noted that 18 primary schools were over the £50,000 threshold with 4 secondary schools over the £100,000 threshold.

The Cabinet Member for Education noted that high balances in schools caused him concern especially when trying to defend the schools' budget in the current climate of cuts. The need to implement the guidance plan on the use of balances was emphasised and for schools to present their reasoning for retaining balances exceeding the threshold.

Resolved: To approve:

- (a) That the Education Department and the Finance Department collaborate closely with the schools with a financial deficit to ensure that they clear the deficit as soon as possible.**
- (b) That the Education Department and the Finance Department review the current school budgets monitoring school arrangements.**
- (c) When discussing balances the challenge for the schools to find significant financial savings during the 2016/17, 2017/18 financial years and beyond had to be considered. They should also be an awareness of the financial impact of a projected further reduction in the secondary school pupil number of over £800,000 between 2016/17 and 2017/18.**

9. EDUCATION IMPROVEMENT GRANT 2015/16

Submitted, for information, the report of the Head of Education regarding the 'new' grant that combined the previous 11 grants whilst implementing a cut of 10%.

Reference was made to the financial details that meant that the total Education Improvement Grant for Gwynedd was £6,308,073. Attached to the report was an analysis of the allocations of individual schools based on: EIG Foundation Phase (specific formula mainly based on foundation phase pupils). EIG 14-19 Network (mainly based on specific courses provided) Other EIG (80% pupils numbers 20% Free School Meals).

In response to a query, it was confirmed that GwE had sent a template to schools to list a range of grant purposes and had requested that they be completed as part of their planning system to improve the school.

A Headteacher noted appreciation of the work of the Finance Unit with the above arrangements and it was asked if this would be part of the Working Group's discussions.

In response, the Head of Education noted that it was not possible to envisage what the budget would be for next April and which elements would be retained centrally.

Resolved: To accept and note the contents of the report.

10. SCHOOLS' COMPUTER NETWORK

Submitted, for information, the report of the Senior Manager for Information Technology updating Members regarding the grant from the Welsh Government for:

- Providing comprehensive Wi-Fi in the learning areas
- Standardize at an internet speed of 10mbps (primary and special schools) / 100mbps (secondary schools and primary schools > 300 pupils)
- Provision via fibre for future expansion to 100mbps and 1000mbps
- Each contract made part of the public sector's wider network (PSBA)

with the intention that all links would be contracted until the end of March 2017.

It was noted that 5 primary schools continued to await the new provision as there had been some slippage in the programme, and the likelihood that slippage would continue.

Reference was made to further developments with the new telephone system provision in the Council offices that would also be available to schools and this meant opportunities for savings with telephone bills.

It was noted that the Wi-Fi provision was being extended to other offices and centres within the Council, such as libraries, leisure centres, record offices and museums and this meant that pupils and teachers could continue curriculum work in these places.

Resolved: To approve:

- (i) **That the work done thus far was a significant improvement in the IT infrastructure that supports learning in schools.**
- (ii) **To commit to use the new provision and review this before the end of the contractual period in March, 2017.**

11. DATES OF NEXT MEETINGS

Resolved: To earmark the following dates for the next Forum meetings:

18 November 2015	(9.30 a.m.)
10 February 2016	(9.30 a.m.)

12. RESIGNATION

Mr Godfrey Northam noted the wish of Mr Walter Williams, representative of the Arfon Area Secondary Governors, to resign as a member of the Schools' Budget Forum due to other commitments.

The lack of attendance by some Governors who serve on the Forum was discussed further and it was suggested that enquiries should be made with the Gwynedd Governors Association regarding their wish to continue to serve on the Forum.

Resolved: To request that the Members' Support and Scrutiny Officer contacts the Education Department to make arrangements for the Gwynedd Governors Association to:

- (i) name a successor to Mr Walter Williams**
- (ii) find out the wishes of the other Governors regarding continuing to serve on the Forum.**

CHAIRMAN

Agenda Item 6

Item 6

MEETING	SCHOOLS BUDGET FORUM
DATE	18 November 2015
TITLE	Proposed Additional Protection Allocation Policy
PURPOSE	Schools Funding Forum's recommendation is sought
RECOMMENDATION	For approval
REPORT BY	Arwyn Thomas, Head of Education
CABINET MEMBER FOR EDUCATION	Cllr Gareth Thomas

1. Background

- 1.1 With the level of Gwynedd Primary Schools balances being amongst the highest in Wales, there are annual demands from several directions, including Headteachers, Advisers and Parents, to review the funding basis, particularly for high balances at some Schools who receive a minimum staffing protection additional allocation.
- 1.2 Unfortunately, legislation empowers the Council to deal with the balances element **exceeding £50,000 only** in Primary Schools i.e. the Council has no empowerment regarding the element of balances up to £50,000.
- 1.3 Full consultation has been held with all schools in Gwynedd (**appendix 6.1**) on the proposed policy to reduce the minimum staff protection additional allocation with the element of the balances over 5% at the end of the latest financial year published.
- 1.4 If the proposed policy is approved, that will mean a reduction in the minimum staffing protection additional allocation for 2016/17, emphasizing that this is a one-off saving.

2. Consultation Outcomes

- 2.1 45 Schools out of 109 responded.
 - In Favour 36 (80%)
 - Opposed 9 (20%)
- 2.2 A summary of the Schools comments is enclosed (**appendix 6.2**)

3. Conclusion

- 3.1 A clear majority of the Schools who responded support the implementation of the proposed policy. .
- 3.2 Implementing the proposed policy may impact on some schools current arrangements and plans, including financial implications. In such circumstances, discussions with the Education Department will be required.
- 3.3 If the proposed policy is approved, as some of the £4.3m savings plans fall outside the 3 year period 2015/16 to 2017/18, these one-off savings will be used to contribute towards funding the required bridging period.

4. Recommendation

- 4.1 That the School's Finance Forum gives its approval.

**Pennaeth Addysg
Head of Education**

Arwyn Thomas

Gofynnwch am/Ask for:

☎ (01286) 679467

📠 (01286) 677347

✉ arwynthomas@gwynedd.gov.uk

Arwyn Thomas

Ein Cyf / Our Ref:

Eich Cyf / Your Ref:

AT/AAS



30 September, 2015

**For the attention of: Governing Body and Headteachers of Primary.
Secondary and Special Schools**

**Consultation on Proposed Policy of Additional Protection Allocation for
Schools**

Dear Colleague

I have reviewed the additional protection allocation policy for Schools and am of the opinion that a clause that links the additional protection allocation to the size of the school's balances needs to be added.

The Current Protection Policy

Primary Schools : If the number of school pupils using the primary allocation formula equate to fewer than 2 teachers, the protection policy provides an additional allocation to increase number of teachers to 2, namely a Headteacher and Teacher.

At schools attended by fewer than 15 pupils, the policy is to provide an additional protection allocation in order to employ a Headteacher and Classroom Assistant.

Secondary Schools : If the number of school pupils using the secondary allocation formula equate to fewer than 18.17 teachers, the protection policy provides an additional allocation to increase the number of teachers to 18.17.

Policy Adjustment

My proposed adjustment is to reduce the protection allocation that corresponds to the balances element that exceeds 5%, using the total balances issued at the end of the latest financial year.

A spreadsheet is enclosed that indicates the current situation and the impact of the proposal (currently based on actual pupil numbers September 2014 - adjustments with actual pupil numbers in September 2015 will be required once the full statistics are available).

Please send your school's response to the proposal by Friday, 6 November, 2015, I will then present a report to the schools Finance Forum meeting on 18 November,

Swyddfa'r Cyngor
Caernarfon
Gwynedd LL55 1SH
01766 771000
www.gwynedd.gov.uk

Parch • Gwasanaethu • Positif • Gweithio fel tîm • Gwerth am arian
Respect • Serving • Positive • Working as a team • Value for money

2015, and the Forum's recommendation will be submitted to the Cabinet on 15 December, 2015.

If the proposal meets with the approval of Gwynedd Council cabinet, it will be implemented for the 2016/17 financial year.

The School's response

Regarding the proposal that a clause be added that links the additional protection allocation to the size of the school's balances, please state if the School is, -

In favour of the proposal :

Against the proposal :

No opinion :

Comments :

***Responses to be returned to Annie Sanson
(anniesanson@gwynedd.gov.uk) by Friday, 6 November, 2015.***

Thank you

Arwyn Thomas
Head of Education

Ymgynghori ar Bolisi Arfaethedig Dyraniad Gwarchodaeth Ychwanegol i Ysgolion
Consultation on Schools' Additional Safeguarding Allocation Policy
(ar sail Dyraniad 2015/16 - base on 2015/16 Allocation)

Page 11

**Ysgolion Cynradd /
Primary Schools**

			Balans(+) / Diffyg (-)	Balans(+) / Diffyg (-)	Balans(+) / Diffyg (-)
			Balance(+) / Deficit(-)	Balance(+) / Deficit(-)	Balance(+) / Deficit(-)
			31/03/13	31/03/14	31/03/15
1	2009	ABERSOCH	£20,741	£16,145	£16,787
2	2010	BEDDGELERT	£17,317	£10,842	£12,369
3	2035	CWM Y GLO	£25,914	£35,143	£35,411
4	2047	FELINWENDA	£10,451	£9,944	£10,713
5	2059	LLANAELHAEARN	-£2,306	£2,825	£12,661
6	2078	BALADEULYN	£713	£196	£828
7	2081	NEBO	£21,829	£14,167	£25,195
8	2097	RHIWLAS	-£3,813	£902	£4,945
9	2118	BABANOD COED MAWR	£37,181	£36,957	£41,267
10	2183	BRITHDIR	£17,468	£17,058	£20,743
11	2187	DINAS MAWDDWY	£13,476	£36,963	£43,241
12	2191	GANLLWYD	£5,312	£6,145	£6,851
13	2192	EDMWND PRYS	£12,379	£12,002	£10,425
14	2197	LLANELLYD	£7,011	£11,764	£12,107
15	2198	Y GARREG	£19,292	£20,996	£12,294
16	2207	PENNAL	£14,331	£21,276	£28,650
17	2210	TALSARNAU	£6,090	£6,719	£14,090
18	2215	IEUAN GWYNEDD	£9,275	£38,863	£28,321
19	2216	FRIOG	£8,509	£6,888	-£780
20	3010	FOELGRON	£16,647	£11,085	£15,924
21	3023	LLANYSTUMDWY	£18,231	£8,934	£11,338
Cyfanswm / Total			£276,048	£325,814	£363,380

* cyfanswm gwarchodaeth 2015/16 £567,195 llai ysgolion sydd wedi cau yn ystod y flwyddyn
total safeguarding for 2015/16 £567,195 less schools closed during the year

**Ysgolion Uwchradd /
Secondary Schools**

1	4032	TYWYN	£96,856	£404	-£17,943
2	4033	Y BERWYN	-£181,017	-£90,156	-£94,128
Cyfanswm / Total			-£84,161	-£89,752	-£112,071

Balansau 31/03/2015 sydd dros 5% o Dyraniad 2015/16	Defnyddio Balansau dros 5% i leihau Dyraniad Gwarchodaeth	Gweddill balansau i'w cadw gan yr Ysgol
31/03/2015 Balances over 5% of the 2015/16 Allocation	Apply Balances over 5% to reduce the Safeguarding Allocation	Remainder of balances to be retained by the School
£10,234	£10,234	£6,554
£3,982	£3,982	£8,387
£25,700	£11,274	£24,137
£2,635	£2,635	£8,079
£3,914	£3,914	£8,747
£0	£0	£828
£16,878	£16,878	£8,316
£0	£0	£4,945
£30,716	£10,286	£30,981
£12,212	£619	£20,124
£33,769	£33,769	£9,472
£0	£0	£6,851
£1,553	£1,553	£8,872
£3,028	£3,028	£9,079
£4,825	£4,825	£7,469
£19,513	£19,513	£9,137
£4,867	£4,867	£9,223
£19,167	£19,167	£9,154
£0	£0	-£780
£7,879	£7,879	£8,045
£3,075	£3,075	£8,264
£203,947	£157,499	£205,881

*

Dyraniad Gwarchodaeth	Dyraniad Gwarchodaeth Diwygiedig
Safeguarding Allocation	Revised Safeguarding Allocation
2015/16	2015/16
£19,658	£9,424
£29,081	£25,099
£11,274	£0
£27,724	£25,089
£24,551	£20,637
£25,876	£25,876
£30,226	£13,348
£4,637	£4,637
£10,286	£0
£619	£0
£36,243	£2,474
£44,038	£44,038
£27,405	£25,852
£4,353	£1,325
£38,803	£33,979
£31,461	£11,948
£10,876	£6,008
£47,440	£28,272
£31,881	£31,881
£13,643	£5,764
£19,043	£15,968
£489,116	£331,618

Atodiad / Appendix 6.1

Proposed Additional Protection Allocation Policy

Schools Comments

In Favour

- 1 Looks reasonable however a one year deferment should be considered
- 1 Balances under 5% should also be considered for the schools in receipt of minimum staffing protection
- 1 However caution is required when a school is saving towards funding a specific priority, consideration should be given to reviewing balances over a period of time
- 1 Appreciate that all schools being affected have the opportunity to respond and convey their circumstances individually
- 1 The cash collected by the Authority should go back into the primary schools budget as that is where it came from
- 1 It should be emphasised that that the revision only releases one off savings
- 1 Schools balances regardless of size should not be over 5%

Against

- 1 The balances sustain the schools current staffing level – adopting the proposal will reduce the number of staff at the school
- 1 The balances sustain the schools current staffing level, the protection allocation is insufficient to maintain the schools staffing position
- 1 The balances sustain the schools current staffing level, the school does not receive a special educational needs allocation through the formula and adopting the proposal would make it impossible to support pupils with special educational needs
- 1 The school has instigated redundancy procedures, losing the balances in question would put the school in an extremely difficult situation
- 1 Collaboration schemes and releasing staff led to the balances in question which the school has already committed against planned site modifications
- 1 The balances in question have already been committed to fund collaboration schemes
- 2 The balances in question have already been spent and are therefore not available

MEETING	SCHOOLS BUDGET FORUM
DATE	18 November 2015
TITLE	Schools Savings Target
PURPOSE	£4.3m Savings 2015/16 to 2017/18
RECOMMENDATION	Schools Budget Forum to deliberate over and recommend to the Cabinet the basis for implementing the remaining savings.
REPORT BY	Arwyn Lloyd Thomas, Head of Education
CABINET MEMBER FOR EDUCATION	Cllr Gareth Thomas

1. Background

1.1 At the Council meeting held on 5 March 2015, the council decided on the budget for 2015/16, including Schools savings of £952,000 out of the savings target of £4.3m.

1.2 This leaves savings of £3,348,000 to be implemented.

2. The Working Group's Agreed Plans £1,028,000

2.1 The Forum is asked to confirm the Working Group's recommendation to implement the plans listed under columns 2016/17, 2017/18 and 2018/19 on **appendix 8.1**, total £1,028,000.

3. Remaining savings target £2,320,000

3.1 The suggestion thus far is to implement the remaining savings target through weakening the pupil teacher ratio within the Primary and Secondary allocation formula.

3.2 The various options for sharing the remaining savings target between the primary and secondary sector have already been highlighted and discussed, taking account of several factors including Gwynedd Council Strategic Plan 2013-17, Estyn feedback and national comparative statistics.

3.3 You will also recall that the Forum received evidence from the Headteachers on the likely impact of the various options at an extraordinary meeting of the Forum held on 15 January 2015.

3.4 The objective is now to move the discussion forward whilst taking into account the factors mentioned in 3.2 and 3.3 and the latest national comparative statistical evidence, see **appendix 8.2**.

3.5 The options A,B,C and CH that were presented to the Schools Budget Forum on 15 January 2015 have been re-calculated using September 2015 actual pupil numbers, see **appendix 8.3, 8.4, 8.5 a 8.6**.

3.6 The options are based on a implementing the £2,320,000 savings through :

- A : pro rata to both sector's quantum (55% Primary, 45% Secondary)
- B : based on option A and also weakening the worst pupil teacher ratio at an individual primary school by 0.5 pupil
- C : based on option A and also weakening the worst pupil teacher ratio at an individual primary school by 1 pupil
- CH : based on option A and also weakening the worst pupil teacher ratio at an individual primary school so that the primary sector funds the entire saving (equivalent to 1.5 pupils).

3.7.a The 2016/17 primary schools allocation formula contains an average pupil teacher ratio of 21.17:1, with the highest pupil teacher ratio being 25.08:1.

3.7.b Explanatory note – the primary allocation formula has been designed to provide a better teacher pupil ratio (i.e. less) to those classes that contain mixed age-group pupils, and the Schools who receive minimum staffing protection end up with the lowest pupil teacher ratio.

3.8 The impact of the different options on the pupil teacher ratio through the primary allocation formula is as follows

- Current : average 21.17:1, highest 25.08:1
- A : average 22.29:1, highest 26.66:1
- B : average 22.64:1, highest 27.15:1
- C : average 22.99:1, highest 27.64:1
- CH : average 23.31:1, highest 28.11:1

4 Recommendation

4.1 Considering the latest evidence regarding the comparative funding position of primary and secondary sectors, it appears that there is a case for considering moving from Model B towards Model CH.

4.2 Having considered all the evidence, I recommend implementing Model C.

Education Finance Working Group Savings from the Schools Delegated Quantum			Financial Year 2015/16			Financial Year 2016/17			Financial Year 2017/18			Financial Year 2018/19			Total		
			Primary	Secondary	Total	Primary	Secondary	Total	Primary	Secondary	Total	Primary	Secondary	Total	Primary	Secondary	Total
			£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
1	Formula - pupil teacher ratio 'Model B'		-60,000	-26,000	-86,000			0			0			0	-60,000	-26,000	-86,000
2	Energy		-200,000	-150,000	-350,000			0			0			0	-200,000	-150,000	-350,000
3	Cleaning		-15,000	-14,000	-29,000	-26,000	-24,000	-50,000	-11,000	-10,000	-21,000			0	-52,000	-48,000	-100,000
4	School Meals Price		-41,000	-37,000	-78,000	-50,000	-44,000	-94,000	-15,000	-13,000	-28,000			0	-106,000	-94,000	-200,000
5	Free Breakfast		-29,000		-29,000	-21,000		-21,000			0			0	-50,000	0	-50,000
6	Alternative Curriculum			-83,000	-83,000		-59,000	-59,000			0			0	0	-142,000	-142,000
7	Raise Standards KS3			-112,000	-112,000		-80,000	-80,000			0			0	0	-192,000	-192,000
8	KS2 Large Class Size Fund		-185,000		-185,000	-132,000		-132,000			0			0	-317,000	0	-317,000
9	Schools Reorganisation - plans in place				0	-280,000		-280,000			0	-65,000		-65,000	-345,000	0	-345,000
10	Trefniadaeth Ysgolion - new plans				0			0			0	-198,000		-198,000	-198,000	0	-198,000
Total			-530,000	-422,000	-952,000	-509,000	-207,000	-716,000	-26,000	-23,000	-49,000	-263,000	0	-263,000	-1,328,000	-652,000	-1,980,000
															-£1,028,000		
															Target		£4,300,000
															Shortfall		-£2,320,000

Memorandum Items

	Financial Year 2015/16			Financial Year 2016/17			Financial Year 2017/18			Financial Year 2018/19			Total (not complete)	
	Primary	Secondary		Primary	Secondary		Primary	Secondary		Primary	Secondary		Primary	Secondary
Other variations to schools finance														
13 Actual/Projected financial effect pupil numbers	£174,000	-£404,000		£354,402	-£535,649		£67,018	-£261,114		-/+£?	-/+£?		£595,420	-£1,200,763
Education Improvement Grant	-	-		-£?	-£?		-£?	-£?		-£?	-£?		-£?	-£?
Pupil Deprivation Grant	£190,000	£25,000		£110,000	£73,000		-/+£?	-/+£?		-/+£?	-/+£?		£300,000	£98,000
6th Form Grant		-£160,000			-/+£?			-/+£?			-/+£?			-£160,000

Snapshot 31 March 2015		
Balances	Primary	Secondary
17 Schools' Balances - funds	£2,613,766	£820,055
18 Schools' Balances - percentage of allocation	7.32%	2.45%

	Gross (including match funding where relevant)	Estimated amount of grant which funds permanent staff
19 Main Education Grants 2015/16		
Education Improvement Grant	£6,318,220	£4,900,000
20 Post 16 Grant	£3,147,753	£3,147,753
21 Pupil Deprivation Grant	£1,858,500	?
22 +4% Increased cost of employing a teacher in 2016/17		
23 +2.5% Increased cost of employing a classroom assistant in 2016/17		

Gwynedd comparative expenditure on Schools 2015/16

Summary of the main points

General (part 2 of the paper)

- In total, and considering total school expenditure, either delegated or not, Gwynedd gross funding level is the 4th highest in Wales, and 3rd highest in net terms (the difference between gross and net figures is that gross includes expenditure funded from specific grants, and net does not). This is similar to the situation last year.

Primary (part 4)

- Funding per primary pupil in Gwynedd is the 2nd highest in Wales based on a gross basis and the highest in Wales on a net basis. Last year, we were 3rd and 4th highest in the indicators respectively.
- Gwynedd pupil: teacher ratio in this sector is the 3rd 'best' (i.e. lowest) amongst the 22 Welsh authorities. This compares to 6th lowest last year.
- Within Gwynedd, the situation in individual schools can vary significantly from the county average of £4,700 per pupil (delegated funding). Around 1% of our pupils attend schools which receive £8,900 per pupil on average (the smallest schools) whilst around 31% of the pupils attend schools who spend around £4,200 per pupil (schools with over 200 pupils).

Secondary (part 5)

- On a gross basis, funding per secondary school pupil in Gwynedd is the 6th highest throughout Wales. On a net-basis (which is a fairer comparison in any case, due to the effect of a different post-16 pattern on the gross figures), Gwynedd's position remains the 6th highest. We are therefore lower than in 2014/15, when we were the 4th highest based on gross and net.
- Despite this, Gwynedd the average class size is the 'best' (smallest) throughout Wales.

Special (part 6)

- Funding per pupil in Gwynedd (schools budget) is the 10th highest throughout Wales on a gross basis, and the 9th highest on net basis. This compares with the 8th highest on both comparators last year.
- This provides quite a different profile to Welsh Government statistics, which only take into account the delegated budget (where we are the 17th highest).
- The significant differences in the nature/scale of the provision and in the way council's record expenditure makes it more difficult to reach firm conclusions about comparative expenditure in this sector.
- Pupil: teacher ratio in Gwynedd is in the mid-table position; the 11th throughout Wales.

Conclusions

- It is likely that two factors lead to variations in expenditure per pupil throughout Wales - namely population density (that schools provision in a more dispersed area will cost more) and deprivation (that there is a need to spend more on pupils from deprived backgrounds to achieve the same outcome).
- With regards to population density, Gwynedd is the area with the third lowest population density in Wales. With regards to deprivation¹, based on the recognised indicators, Gwynedd is in 18th position.
- We would therefore expect that Gwynedd's expenditure per pupil would be somewhere between 3rd and 18th position in Wales.
- Based on this, it seems that our level of expenditure in the primary sector exceeds the expected range, and our position has improved since last year.
- With regards to the secondary sector, our comparative position has fallen since last year but it remains at the upper end of the expected range.
- Our special schools comparative position appears to be quite central in Wales (It is less apparent how much comparative impact population scarcity and deprivation has on the need to spend in this sector)

Data sources for this paper

Budgets: RA and 'section 52' forms 2015/16

Pupil numbers: 'section 52' form 2015/16

Pupil numbers without Y 12 + 13: Schools Census (PLASC) January 2015

Pupils/teachers Ratio: Schools Census (PLASC) January 2015

¹ % pupils who receive free school meals

1 Background and terminology

1.1 This paper mentions three budget categories, that are defined statutorily, namely:

- **Delegated budget** – budget delegated to individual schools;
- **Schools Budget** – that includes the delegated budget as well as other centrally kept specific budgets but directly involving supporting schools (e.g. elements of Special Learning Needs, school meals, musical instrument lessons etc.). How much, and which elements, of this will be delegated will vary according to individual councils policy;
- **Education Budget of relevance to Schools** – which includes the Schools Budget but also the LEA's other functions associated (less directly) with schools. For instance, transport, school improvement, access and planning places, schools service strategic management.

1.2 This paper does **not** look at a fourth category namely the **Education Budget** that also contains elements beyond schools, e.g. administering student grants, transport to colleges, and the youth service.

1.3 **Gross** and **net** budgets are also mentioned. The only difference between the two is that gross figures include expenditure funded from specific grants, whilst net figures do not include grant funded expenditure. There is no one "correct" answer regarding whether to compare gross or net; gross figures provide a more complete profile of the resource for every pupil whilst net figures focus on the LEA's contribution towards that total.

2 General

2.1 The Welsh Government publish an annual statistical bulletin on Schools comparative expenditure. This tends to focus on the gross rather than the net position, and compares a selection of the various budget categories mentioned above (although it is not always clear exactly which category, or if that category is the most meaningful for comparison).

2.2 The latest bulletin (June 2015²) includes a comparison of the **relevant Education Budget for Schools – gross** per pupil, across all sectors. This indicates that gross expenditure level per pupil in Gwynedd is the 4th highest throughout Wales and is almost 8% above the Welsh average. The detailed figures for Gwynedd, Wales and other rural councils are shown below.

Table 1
Relevant Education Budget for Schools – gross

	£ per pupil	Position (throughout Wales)
Ceredigion	6,322	1
Isle of Anglesey	6,058	3
Gwynedd	5,963	4
Conwy	5,942	5
Powys	5,887	6
Pembrokeshire	5,710	8
Monmouthshire	5,675	9
Carmarthenshire	5,630	10
Denbighshire	5,628	11
Welsh Average	5,526	

² <http://gov.wales/docs/statistics/2015/150630-local-authority-budgeted-expenditure-schools-2015-16-en.pdf>

- 2.3 There would be a slight change in Gwynedd's position (from 4th to 3rd) if the same information was published on a net basis - see below. However, comparing on a net basis is slightly problematic due to the impact of the 6th form grant – more about this in section 5 below.

Table 2
Relevant Education Budget for schools – net

	£ per pupil	Position (throughout Wales)
Ceredigion	5,438	2
Gwynedd	5,279	3
Conwy	5,144	5
Isle of Anglesey	5,136	6
Powys	5,107	7
Monmouthshire	4,949	8
Carmarthenshire	4,945	9
Denbighshire	4,887	11
Pembrokeshire	4,877	12
Welsh Average	4,798	

- 2.4 Therefore in total, expenditure per pupil in Gwynedd is amongst the highest in Wales. It must however be borne in mind that this budget category includes transport costs and it is therefore not wholly unexpected that the most rural areas in Wales, Gwynedd being amongst them, would be around the top of the table.
- 2.5 The Government's document goes on to compare the **gross delegated budget** per pupil, in total and in the three individual sectors. The figures are shown below for your information. It should be remembered that the delegation policies of different authorities impact these amounts and consequently the comparison is not very meaningful.

Table 3
Delegated budget per pupil ³ - gross

	Primary	Position	Secondary	Position	Special	Position	Total	Position
Gwynedd	£4,672	3	£5,088	5	£18,490	17	£4,965	4
Wales	£4,174		£4,867		£20,222		£4,629	

3 General note: analysis per sector

- 3.1 The rest of the report scrutinises the situation in greater detail per sector (primary, secondary and special). A problem that has emerged with the comparisons is that several "middle" schools (i.e. 3-18 etc.) are being established across Wales. These are regarded as a separate sector ("middle schools") in the budgetary data and pupil numbers.
- 3.2 It is not thus far a big problem (around 1% of the pupils in Wales attend these schools, within 6 Welsh authorities (3 in the "family") having established ones). However, it may impact statistics for individual councils, especially when making comparisons between one year and another.

³ Number of places, rather than pupil numbers, are used for the special sector.

- 3.3 There is not much that we can do about this currently, but when comparing, we will need to be aware that changes between what is regarded as “primary sector” and “secondary sector” is changing from one county to another.

4 Primary Sector

- 4.1 As mentioned above, the Government’s published tables only look at delegated budgets. In addition, some authorities have specific schools for nursery age which are dealt with as a separate sector.
- 4.2 By combining the **Schools Budget** expenditure for primary and nursery sectors a more complete profile of the situation may be obtained. The table below shows these figures on a gross and net basis.

Table 4
Schools Budget – primary sector (and nursery)

	Gross		Net	
	£ per pupil	Position (throughout Wales)	£ per pupil	Position (throughout Wales)
Gwynedd	5,072	2	4,448	1
Conwy	5,009	3	4,386	3
Isle of Anglesey	4,969	4	4,271	4
Ceredigion	4,911	5	4,221	5
Pembrokeshire	4,767	6	4,102	6
Monmouthshire	4,685	7	4,080	7
Powys	4,597	9	3,978	9
Carmarthenshire	4,489	12	3,956	10
Denbighshire	4,468	14	3,863	15
Welsh Average	4,470		3,880	

- 4.3 Therefore, expenditure per pupil in Gwynedd is the 2nd highest in Wales on the gross basis and is the highest on the net basis. Our position has improved since 2014/15 when we were 3rd and 4th highest on both indicators respectively.

Pupils: teacher ratio (PTR)

- 4.4 Regarding every authority’s PTR ⁴ (**Appendix 1**) we can see that Gwynedd has the 3rd lowest ratio throughout Wales - 19.6, in comparison with the Welsh average of 21.2. (Note that it is the average profile across each authority here and not necessarily the situation at every school or section of a school).
- 4.5 Gwynedd’s PTR position (3rd lowest) remains slightly ‘worse’ than our expenditure level would suggest (2nd highest / highest), but has changed since last year when we were the 6th lowest. It could be expected that the link between PTR and expenditure level was to do with the extent to which councils have re-organised their schools (i.e. more of the total spent on staffing rather than building maintenance if there are fewer empty places) but it is difficult to test individual examples either way due to different delegation policies etc. and the impact of how expenditure is reported.

⁴ Note that the most recent PTR data reflect the situation in January 2015 i.e. 2014/15 financial year, therefore there is some difference in timing between them and the financial data.

School sizes and differences within Gwynedd

- 4.6 Another relevant consideration is how the county average can conceal substantial differences between schools. Although the average per pupil for the Gwynedd is £4,672, (delegated budget) , by grouping schools according to size we can see a variation (on average) of £8,928 per pupil in schools with fewer than 20 pupils, to £4,172 in schools with above 200 pupils.
- 4.7 This implies that only a small minority of pupils receive the highest funding levels whilst the majority of pupils are in schools which receive below the county average; this is shown in **Appendix 2**.

5 Secondary Sector

- 5.1 Once again, a more complete profile can be obtained by looking at **Schools Budget**; the gross figures are shown below.

Table 5
Schools Budget – secondary sector

	Gross	
	£ per pupil	Position (throughout Wales)
Ceredigion	5,650	2
Conwy	5,383	4
Gwynedd	5,374	6
Denbighshire	5,353	8
Carmarthenshire	5,283	10
Isle of Anglesey	5,272	11
Pembrokeshire	5,240	14
Powys	5,163	15
Monmouthshire	4,957	18
Welsh Average	5,205	

- 5.2 As the table above is on a gross basis, both expenditure and pupil numbers include post-16 data, but as the extent of provision of post-16 education varies between authorities (specifically the tertiary situation of Dwyfor / Meirionnydd in Gwynedd) it cannot be said that these figures truly compare like with like.
- 5.3 To overcome this, the net figures are shown below, that do not include expenditure funded by 6th form grant, compared with pupil numbers not including years 12 and 13⁵.

Table 6
Schools Budget – secondary sector – excluding year 12 and 13 from pupil numbers

	Net	
	£ per pupil	Position (throughout Wales)
Ceredigion	5,901	2
Conwy	5,514	3
Denbighshire	5,341	5
Gwynedd	5,308	6
Carmarthenshire	5,230	10
Isle of Anglesey	5,181	12
Pembrokeshire	5,110	13
Powys	5,082	14
Monmouthshire	5,060	16
Welsh Average	5,147	

⁵ Actual numbers for January 2015 is the only available data that enables non-inclusion of post-16 pupils; unfortunately, this implies some difference in timing between the financial data and pupil numbers but this is the best that can be done to compare like with like.

- 5.4 Therefore, the best available comparator shows that Gwynedd's secondary school funding level is the 6th highest in Wales; this compares to being the 4th highest in 2014/15.

Pupils: Teacher Ratio (PTR)

- 5.5 Each authority's PTR is shown in **Appendix 3**. We can see that class sizes in Gwynedd are considerably lower than the majority of other authorities and that we are in the lowest position throughout Wales.
- 5.6 It should be considered that the PTR census includes year 12 and 13 pupil numbers (and the corresponding proportion of the teachers); the figures cannot be adjusted to only look at year 7-11. Consequently, it could be argued that the actual position of Gwynedd PTR is even 'better' (i.e. lower) than suggested by the official data as y12 and 13 classes tend to be smaller in any case, and we have less y12 and 13 provision than other counties).
- 5.7 This aspect – that Gwynedd secondary PTR is lower than the expenditure position would suggest – has been noted in the past. It appears that Gwynedd spends less than comparative authorities on central headings such as ALN central budgets and school access, and it is that that rather than lower expenditure on teachers that explains how the budget per pupil is lower. However, the data's limitations and the impact on various delegation policies make it difficult to reach a definite conclusion on this.

6 Special Sector

- 6.1 It is extremely difficult to compare this sector due to differences in nature/scale of provision (e.g. some authorities have very specialist schools or residential provision). The situation in Ceredigion is also worth mentioning as there are no special schools there and consequently, these pupils would either be educated outside the county or attend mainstream schools (that may partially explain Ceredigion's high expenditure level particularly in the secondary sector).
- 6.2 Another problem is that the **Schools Budget** figure includes education costs at specialist independent schools. These can be substantial costs but these pupils are not part of the LEA's pupil number statistics.
- 6.3 Due to these problems, the **delegated budget figures** and the **schools budget** for this sector are shown below, noting that there are problems with both comparisons.
- 6.4 True pupil numbers are used (January 2015) for the comparisons below, rather than the number of places used in the Government's statistics. For the Schools Budget, payments and income from other authorities for pupils outside the county should also be deducted as these are not included in the pupil numbers used in the comparisons.
- 6.5 Regarding **delegated funding**, the gross and net figures are as follows:

Table 7
Delegated Budget – special sector

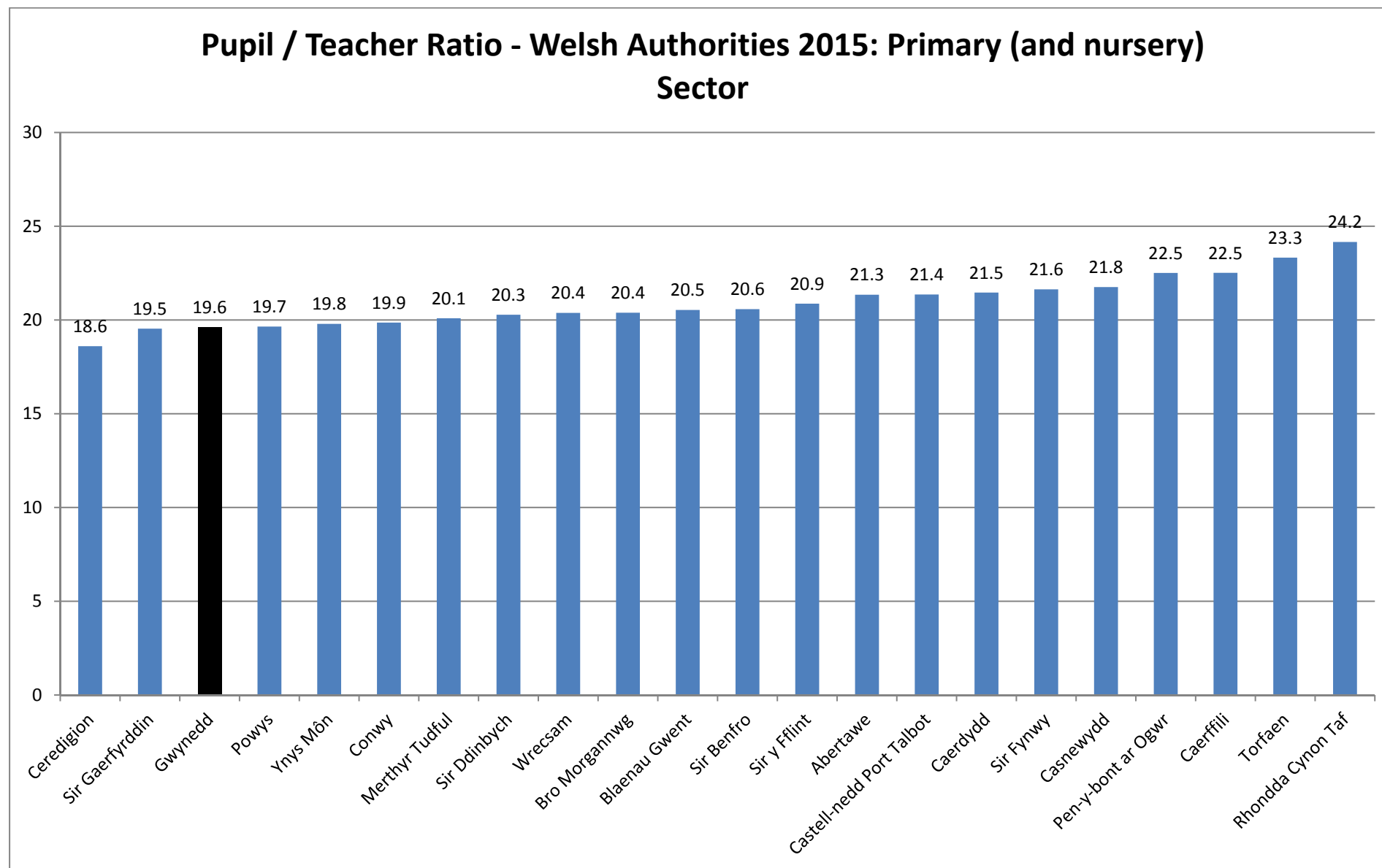
	Gross		Net	
	£ per pupil	Position (throughout Wales)	£ per pupil	Position (throughout Wales)
Monmouthshire	58,361	1	56,511	1
Carmarthenshire	28,177	2	27,761	2
Denbighshire	20,691	11	19,914	12
Powys	20,287	12	19,980	11
Pembrokeshire	20,223	13	19,007	13
Isle of Anglesey	18,906	15	18,591	15
Conwy	18,198	16	17,812	16
Gwynedd	17,009	18	16,713	18
Ceredigion	There are no special schools in Ceredigion			
	20,336		19,779	

6.6 **School Budget** figures are as follows:

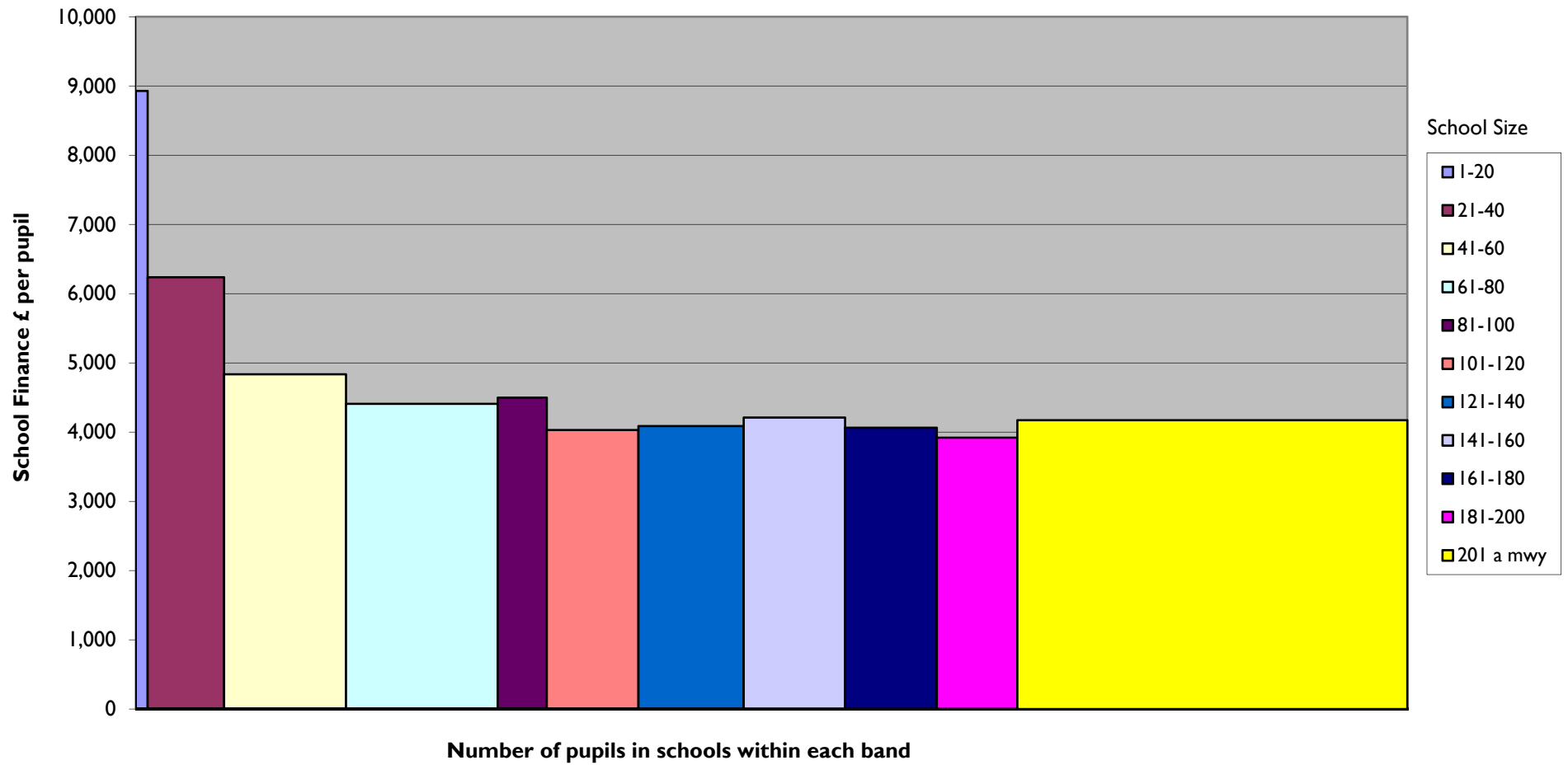
Table 8
Schools Budget not including outside county transfers – special sector

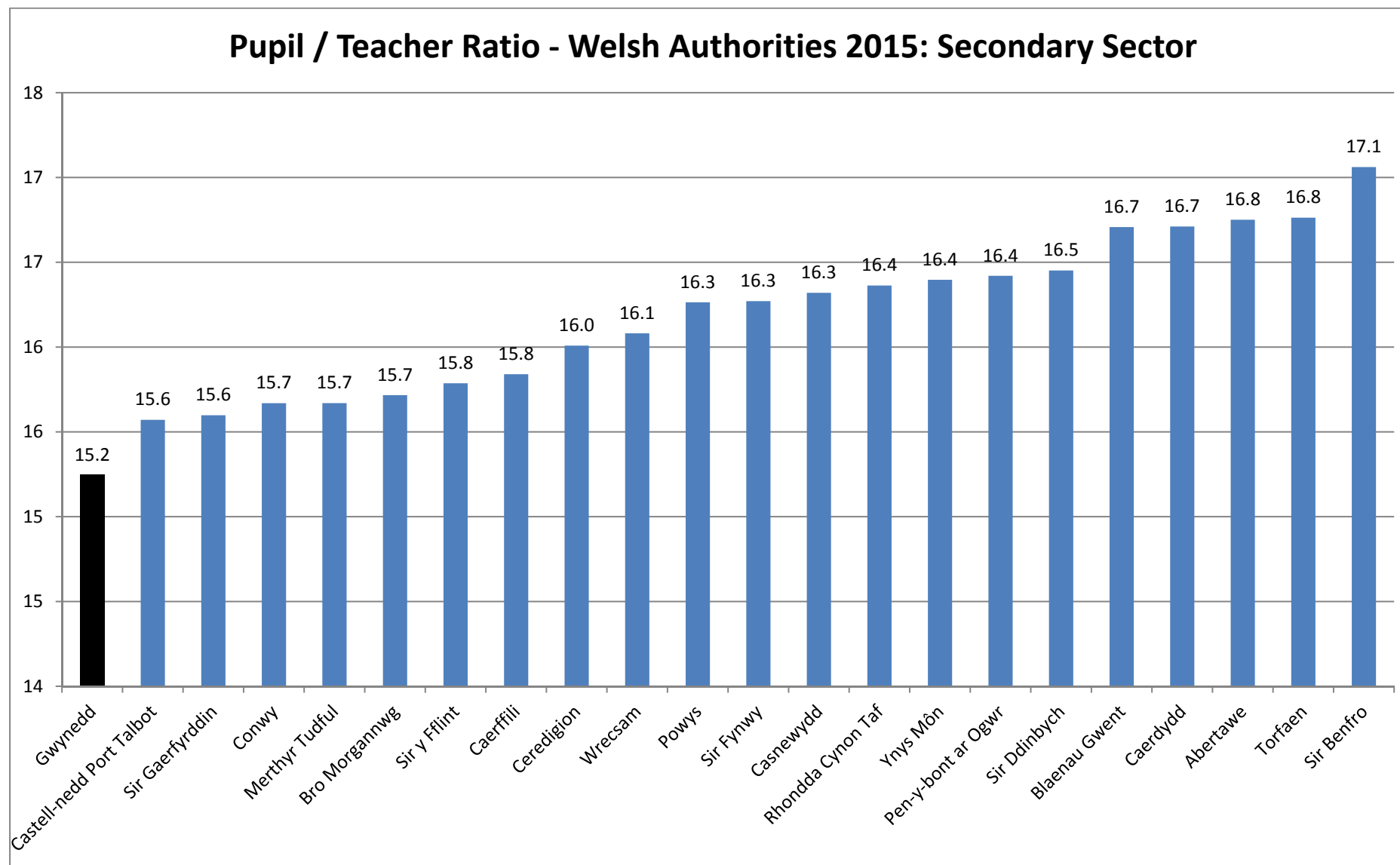
	Gross		Net	
	£ per pupil	Position (throughout Wales)	£ per pupil	Position (throughout Wales)
Monmouthshire	62,908	1	61,058	1
Carmarthenshire	33,641	3	33,225	3
Isle of Anglesey	33,472	4	33,145	4
Denbighshire	24,143	9	23,116	11
Gwynedd	24,067	10	23,770	9
Powys	22,209	15	21,902	15
Pembrokeshire	20,926	18	19,676	19
Conwy	20,552	19	20,116	18
Ceredigion	No special schools in Ceredigion			
	24,394		23,810	

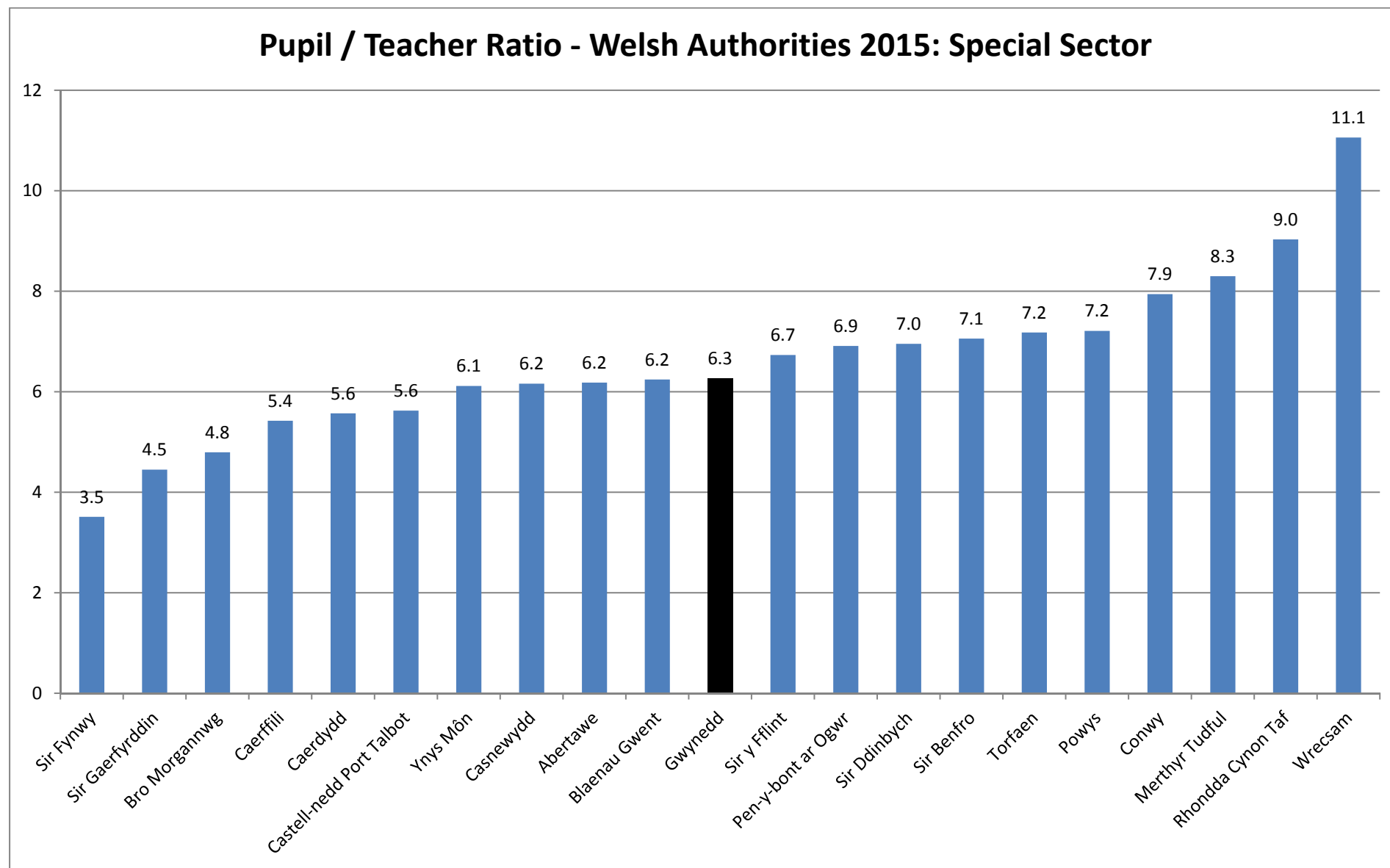
- 6.7 Therefore, overall the **delegated funding** figures echo the Government's figures that Gwynedd's funding level is below the average.
- 6.8 On the other hand, the **schools budget figures** (that provides a more accurate reflection of the total resource given to the field, despite the above-mentioned problem with pupils outside the county) suggest that Gwynedd's funding level is 9th or 10th highest in Wales. Last year, we were the 8th highest (on both gross and net basis).
- 6.9 The **pupil: teacher ratio** of Gwynedd's special schools is fairly central with regards to the rest of Wales; the 11th lowest (see **Appendix 4**). It is likely that differences in nature of provision county by county have a substantial impact on these figures.



Banding primary schools to different sizes: showing pupil numbers and funding per pupil in each band







The effect of weakening the primary and secondary PTR

Appendix 8-3

Page 30

		projected allocation 2016/17 (Sept 2015 pupil numbers)	sector percentage	A	+ / -	B	+ / -	C	+ / -	Ch
				savings pro-rata to the allocation	weaken the primary PTR by 0.5	savings pro-rata and primary PTR weakened by 0.5	weaken the primary PTR by a further 0.5	savings pro-rata and primary PTR weakened by 1.0	weaken the primary PTR by a further 0.5	primary to save the total £2.320million
1	primary	£35,904,099	55%	-£1,278,538	-£363,613	-£1,642,151	-£357,068	-£1,999,219	-£320,824	-£2,320,043
2	secondary	£29,631,020	45%	-£1,043,771	£363,407	-£680,363	£357,187	-£323,176	£323,176	£0
3	total	£65,535,119	100%	-£2,322,309	-£205	-£2,322,514	£119	-£2,322,395	£2,352	-£2,320,043

for information -

	SAFEGUARDING	2016/17 prior to savings	A		B		C		Ch
4	primary	£456,123	£556,123		£587,808		£618,923		£648,190
5	number of schools	20	22		22		22		23
6	secondary	£50,765	£180,690		£124,508		£85,793		£50,765
7	number of schools	2	3		2		2		2
8	total	£506,887	£736,813		£712,316		£704,716		£698,955
9	number of schools	22	25		24		24		25

Appendix 8-4

MODEL WEAKENING THE PRIMARY PUPIL:TEACHER RATIO

A B C Ch

		Sept 2015 pupil numbers 2016/17 prior to savings	savings pro- rata to allocation of 55%	pro-rata savings plus weaken the primary PTR by 0.5	pro-rata savings plus weaken the primary PTR by 1.0	primary to save the total £2.320million
1.0	Pupil : Teacher Ratio					
1.1	lowest	7.94	7.94	7.94	7.94	7.94
1.2	average	21.17	22.29	22.64	22.99	23.31
1.3	highest	25.08	26.66	27.15	27.64	28.11

2.0	Safeguarding					
2.1	number of safeguarded schools	20	22	22	22	23
2.2	total safeguarding	£456,123	£556,123	£587,808	£618,923	£648,190
2.3	lowest	£322	£1,460	£3,352	£5,191	£1,191
2.4	average	£4,905	£25,278	£26,719	£28,133	£28,182
2.5	highest	£52,585	£55,999	£56,979	£57,942	£58,810

3.0	Total Savings		-£1,278,538	-£1,642,151	-£1,999,219	-£2,320,043
3.1	lowest		£0	£0	£0	£0
3.2	averagae		-£13,748	-£17,658	-£21,497	-£24,947
3.3	highest		-£48,589	-£62,538	-£76,236	-£88,597

Modelu Arbedion PTR Ysgolion Cynradd

Atodiad 8-5

Model Primary Schools' PTR Savings

Appendix 8-5

					A				B				C				CH								
rhif ysgol / school number	Ysgolion Cynradd / Primary Schools	gwarchodaeth / safeguarding	Dyranïad 2016/17 Allocation		cyfartaledd maint dosbarth / average class size	gwarchodaeth / safeguarding	gwanio PTR pro-rata i'r dyranïad 55% / weaken		% lleihad / reduction	cyfartaledd maint dosbarth / average class size	gwarchodaeth / safeguarding	arbedion pro-rata a gwanio PTR cynradd 0.5 / pro-rata savings and weaken		% reduction	cyfartaledd maint dosbarth / average class size	gwarchodaeth / safeguarding	arbedion pro-rata a gwanio PTR cynradd 1.0 / pro-rata savings and weaken		% reduction	cyfartaledd maint dosbarth / average class size	gwarchodaeth / safeguarding	cynradd yn arbed £2.320miliwn / primary to save £2.320million		% reduction	cyfartaledd maint dosbarth / average class size
			cyn arbedion / before savings				PTR pro-rata to allocation 55%					primary PTR by 0.5					primary PTR by 1.0					£2.320million			
1	2119	YR HENDRE	£0	£1,382,447	25.08	£0	-£48,589	-3.5%	26.66	£0	-£62,538	-4.5%	27.15	£0	-£76,236	-5.5%	27.64	£0	-£88,597	-6.4%	28.11	£0	-£79,357	-7.0%	27.98
2	2125	CYMERAU	£0	£1,134,341	24.97	£0	-£43,522	-3.8%	26.54	£0	-£56,016	-4.9%	27.02	£0	-£68,286	-6.0%	27.52	£0	-£78,004	-8.2%	27.98	£0	-£67,122	-7.1%	27.52
3	2123	Y GARNEDD	£0	£948,868	24.97	£0	-£42,780	-4.5%	26.54	£0	-£55,061	-5.8%	27.02	£0	-£67,122	-7.1%	27.52	£0	-£78,004	-8.2%	27.98	£0	-£67,122	-7.1%	27.52
4	3005	MAESINCLA	£0	£1,205,134	24.91	£0	-£39,569	-3.3%	26.47	£0	-£50,929	-4.2%	26.96	£0	-£62,084	-5.2%	27.45	£0	-£72,150	-6.0%	27.91	£0	-£62,084	-5.2%	27.45
5	2006	LLANRUG	£0	£848,890	24.79	£0	-£36,863	-4.3%	26.35	£0	-£47,446	-5.6%	26.83	£0	-£57,838	-6.8%	27.32	£0	-£67,215	-7.9%	27.78	£0	-£57,838	-6.8%	27.32
6	2069	LLANLLECHID	£0	£854,024	24.73	£0	-£34,124	-4.0%	26.28	£0	-£43,920	-5.1%	26.76	£0	-£53,540	-6.3%	27.25	£0	-£62,221	-7.3%	27.71	£0	-£43,920	-5.1%	26.76
7	3009	FAENOL	£0	£707,211	24.67	£0	-£31,771	-4.5%	26.21	£0	-£40,892	-5.8%	26.69	£0	-£49,849	-7.0%	27.18	£0	-£57,931	-8.2%	27.64	£0	-£40,892	-5.8%	26.69
8	3030	CAE TOP	£0	£853,755	24.62	£0	-£29,469	-3.5%	26.16	£0	-£37,929	-4.4%	26.64	£0	-£46,237	-5.4%	27.13	£0	-£53,733	-6.3%	27.59	£0	-£37,929	-4.4%	26.64
9	2212	PENBRYN	£0	£766,182	24.62	£0	-£30,701	-4.0%	26.16	£0	-£39,515	-5.2%	26.64	£0	-£48,170	-6.3%	27.13	£0	-£55,981	-7.3%	27.59	£0	-£39,515	-5.2%	26.64
10	2116	GLANCEGIN	£0	£797,390	24.54	£0	-£29,434	-3.7%	26.08	£0	-£37,883	-4.8%	26.56	£0	-£46,181	-5.8%	27.04	£0	-£53,669	-6.7%	27.50	£0	-£37,883	-4.8%	26.56
11	2221	MAENOFFEREN	£0	£793,295	24.53	£0	-£27,745	-3.5%	26.06	£0	-£35,710	-4.5%	26.54	£0	-£43,531	-5.5%	27.03	£0	-£50,589	-6.4%	27.48	£0	-£35,710	-4.5%	26.54
12	2026	Y GELLI	£0	£675,076	24.52	£0	-£28,330	-4.2%	26.06	£0	-£36,463	-5.4%	26.54	£0	-£44,450	-6.6%	27.02	£0	-£51,657	-7.7%	27.48	£0	-£36,463	-5.4%	26.54
13	2181	TRAETH	£0	£639,324	24.48	£0	-£24,977	-3.9%	26.01	£0	-£32,147	-5.0%	26.49	£0	-£39,188	-6.1%	26.97	£0	-£45,542	-7.1%	27.43	£0	-£32,147	-5.0%	26.49
14	2104	EIFION WYN	£0	£672,714	24.40	£0	-£26,400	-3.9%	25.93	£0	-£33,979	-5.1%	26.41	£0	-£41,421	-6.2%	26.89	£0	-£48,137	-7.2%	27.34	£0	-£33,979	-5.1%	26.41
15	2089	BRO LLEU	£0	£613,895	24.37	£0	-£25,239	-4.1%	25.90	£0	-£32,485	-5.3%	26.37	£0	-£39,600	-6.5%	26.85	£0	-£46,021	-7.5%	27.30	£0	-£32,485	-5.3%	26.37
16	2122	BONTNEWYDD	£0	£631,170	24.26	£0	-£24,163	-3.8%	25.78	£0	-£31,100	-4.9%	26.25	£0	-£37,912	-6.0%	26.73	£0	-£44,059	-7.0%	27.18	£0	-£31,100	-4.9%	26.25
17	2042	DOLBADARN	£0	£578,951	24.22	£0	-£23,900	-4.1%	25.74	£0	-£30,762	-5.3%	26.21	£0	-£37,500	-6.5%	26.69	£0	-£43,580	-7.5%	27.13	£0	-£30,762	-5.3%	26.21
18	2208	CEFN COCH	£0	£592,681	24.15	£0	-£22,864	-3.9%	25.67	£0	-£29,429	-5.0%	26.14	£0	-£35,874	-6.1%	26.62	£0	-£41,691	-7.0%	27.06	£0	-£29,429	-5.0%	26.14
19	2227	HIRAEL	£0	£555,701	24.13	£0	-£22,110	-4.0%	25.64	£0	-£28,458	-5.1%	26.11	£0	-£34,691	-6.2%	26.59	£0	-£40,315	-7.3%	27.04	£0	-£28,458	-5.1%	26.11
20	2127	Y FELINHELI	£0	£513,589	24.12	£0	-£21,948	-4.3%	25.63	£0	-£28,249	-5.5%	26.10	£0	-£34,436	-6.7%	26.58	£0	-£40,020	-7.8%	27.02	£0	-£28,249	-5.5%	26.10
21	2000	GWAUN GYNFI	£0	£584,937	23.97	£0	-£21,685	-3.7%	25.47	£0	-£27,911	-4.8%	25.94	£0	-£34,024	-5.8%	26.41	£0	-£39,541	-6.8%	26.85	£0	-£27,911	-4.8%	25.94
22	2011	BETHEL	£0	£506,351	23.92	£0	-£20,338	-4.0%	25.42	£0	-£26,177	-5.2%	25.89	£0	-£31,910	-6.3%	26.36	£0	-£37,084	-7.3%	26.81	£0	-£26,177	-5.2%	25.89
23	3041	DOLGELLAU	£0	£508,273	23.92	£0	-£20,415	-4.0%	25.42	£0	-£26,276	-5.2%	25.89	£0	-£32,032	-6.3%	26.36	£0	-£37,225	-7.3%	26.80	£0	-£26,276	-5.2%	25.89
24	3013	LLANDYGAI	£0	£498,956	23.90	£0	-£18,988	-3.8%	25.40	£0	-£24,440	-4.9%	25.86	£0	-£29,793	-6.0%	26.34	£0	-£34,623	-6.9%	26.78	£0	-£24,440	-4.9%	25.86
25	2113	WAUNFAWR	£0	£470,054	23.87	£0	-£19,865	-4.2%	25.37	£0	-£25,568	-5.4%	25.84	£0	-£31,168	-6.6%	26.31	£0	-£36,222	-7.7%	26.75	£0	-£25,568	-5.4%	25.84
26	2028	PENYBRYN	£0	£508,236	23.85	£0	-£20,196	-4.0%	25.35	£0	-£25,994	-5.1%	25.81	£0	-£31,688	-6.2%	26.29	£0	-£36,825	-7.2%	26.73	£0	-£25,994	-5.1%	25.81
27	2004	NEFYN	£0	£488,033	23.82	£0	-£18,161	-3.7%	25.31	£0	-£23,375	-4.8%	25.77	£0	-£28,495	-5.8%	26.25	£0	-£33,115	-6.8%	26.69	£0	-£23,375	-4.8%	25.77
28	2229	BRO LLIFON	£0	£453,722	23.73	£0	-£18,414	-4.1%	25.21	£0	-£23,700	-5.2%	25.67	£0	-£28,891	-6.4%	26.15	£0	-£33,576	-7.4%	26.58	£0	-£23,700	-5.2%	25.67
29	3301	EIN HARGLWYDDES	£0	£417,200	23.65	£0	-£16,717	-4.0%	25.13	£0	-£21,517	-5.2%	25.59	£0	-£26,230	-6.3%	26.06	£0	-£30,482	-7.3%	26.50	£0	-£21,517	-5.2%	25.59
30	2033	TREFERTHYR	£0	£405,474	23.64	£0	-£16,775	-4.1%	25.12	£0	-£21,591	-5.3%	25.58	£0	-£26,320	-6.5%	26.05	£0	-£30,587	-7.5%	26.49	£0	-£21,591	-5.3%	25.58
31	2180	BALA	£0	£381,562	23.55	£0	-£15,822	-4.1%	25.03	£0	-£20,364	-5.3%	25.49	£0	-£24,824	-6.5%	25.95	£0	-£28,849	-7.6%	26.39	£0	-£20,364	-5.3%	25.49
32	2093	PENTREUCHAF	£0	£417,556	23.55	£0	-£16,672	-4.0%	25.03	£0	-£21,458	-5.1%	25.48	£0	-£26,158</										

Page 33

rhif ysgol / school number			Dyranïad 2016/17 Allocation maint dosbarth / average class size			gwanio PTR pro- rata i'r dyranïad 55% / weaken PTR pro-rata to allocation 55%			cyfartaledd maint dosbarth / average class size			arbedion pro-rata a gwanio PTR cynradd 0.5 / pro-rata savings and weaken primary PTR by 0.5			arbedion pro-rata a gwanio PTR cynradd 1.0 / pro-rata savings and weaken primary PTR by 1.0			cynradd yn arbed £2.320miliwn / primary to save £2.320million			
Ysgolion Cynradd / Primary Schools			gwarchodaeth / safeguarding	cyn arbedion / before savings		gwarchodaeth / safeguarding	% lleihad / reduction		gwarchodaeth / safeguarding	% lleihad / reduction		gwarchodaeth / safeguarding	% lleihad / reduction		gwarchodaeth / safeguarding	% lleihad / reduction		gwarchodaeth / safeguarding	% lleihad / reduction		
60	2049	GARNDOLBENMAEN	£0	£226,578	21.44	£0	-£8,575	-3.8%	22.79	£0	-£11,037	-4.9%	23.20	£0	-£13,454	-5.9%	23.63	£0	-£15,635	-6.9%	24.02
61	2111	YR EIFL	£0	£220,793	21.33	£0	-£9,401	-4.3%	22.66	£0	-£12,100	-5.5%	23.08	£0	-£14,751	-6.7%	23.50	£0	-£17,142	-7.8%	23.89
62	2185	CORRIS	£0	£226,235	21.31	£0	-£8,734	-3.9%	22.65	£0	-£11,242	-5.0%	23.06	£0	-£13,704	-6.1%	23.49	£0	-£15,926	-7.0%	23.88
63	3305	BEUNO SANT	£0	£245,578	21.19	£0	-£8,502	-3.5%	22.52	£0	-£10,943	-4.5%	22.93	£0	-£13,340	-5.4%	23.35	£0	-£15,503	-6.3%	23.75
64	2112	TUDWEILIOG	£0	£195,761	21.12	£0	-£8,996	-4.6%	22.45	£0	-£11,579	-5.9%	22.86	£0	-£14,115	-7.2%	23.28	£0	-£16,403	-8.4%	23.67
65	2194	LLANBEDR	£0	£241,427	21.12	£0	-£8,737	-3.6%	22.44	£0	-£11,245	-4.7%	22.85	£0	-£13,708	-5.7%	23.27	£0	-£15,930	-6.6%	23.66
66	2066	LLANGYBI	£0	£219,838	21.06	£0	-£8,896	-4.0%	22.38	£0	-£11,450	-5.2%	22.79	£0	-£13,957	-6.3%	23.21	£0	-£16,220	-7.4%	23.60
67	2214	FRONGOCH	£0	£191,374	21.01	£0	-£8,236	-4.3%	22.33	£0	-£10,601	-5.5%	22.73	£0	-£12,923	-6.8%	23.15	£0	-£15,018	-7.8%	23.54
68	2197	LLANELLYD	£0	£234,147	21.00	£0	-£8,616	-3.7%	22.31	£0	-£11,090	-4.7%	22.72	£0	-£13,519	-5.8%	23.14	£0	-£15,711	-6.7%	23.53
69	2036	CHWILOG	£0	£187,749	20.95	£0	-£8,130	-4.3%	22.27	£0	-£10,464	-5.6%	22.67	£0	-£12,756	-6.8%	23.09	£0	-£14,824	-7.9%	23.48
70	2098	RHOSGADFAN	£0	£199,635	20.85	£0	-£8,168	-4.1%	22.16	£0	-£10,513	-5.3%	22.56	£0	-£12,816	-6.4%	22.98	£0	-£14,894	-7.5%	23.36
71	2085	PENISARWAEN	£0	£197,152	20.79	£0	-£8,119	-4.1%	22.10	£0	-£10,450	-5.3%	22.50	£0	-£12,738	-6.5%	22.91	£1,191	-£13,429	-6.8%	23.04
72	2051	GLANADDA	£0	£205,334	20.50	£1,460	-£6,135	-3.0%	21.50	£3,409	-£6,135	-3.0%	21.50	£5,322	-£6,135	-3.0%	21.50	£7,049	-£6,135	-3.0%	21.50
73	2075	BABANOD MORFA NEFYN	£0	£188,006	20.50	£1,480	-£5,835	-3.1%	21.48	£3,352	-£5,835	-3.1%	21.48	£5,191	-£5,835	-3.1%	21.48	£6,849	-£5,835	-3.1%	21.48
74	3010	FOELGRON	£322	£160,589	20.16	£6,074	£0	0.0%	20.16	£7,725	£0	0.0%	20.16	£9,347	£0	0.0%	20.16	£10,810	£0	0.0%	20.16
75	2183	BRITHDIR	£1,303	£164,729	19.94	£7,743	£0	0.0%	19.94	£9,592	£0	0.0%	19.94	£11,408	£0	0.0%	19.94	£13,046	£0	0.0%	19.94
76	2210	TALSARNAU	£2,500	£193,203	19.66	£8,869	£0	0.0%	19.66	£10,698	£0	0.0%	19.66	£12,493	£0	0.0%	19.66	£14,114	£0	0.0%	19.66
77	2097	RHIWLAS	£9,423	£172,926	18.04	£15,384	£0	0.0%	18.04	£17,095	£0	0.0%	18.04	£18,775	£0	0.0%	18.04	£20,292	£0	0.0%	18.04
78	2118	BABANOD COED MAWR	£10,541	£203,126	17.76	£16,388	£0	0.0%	17.76	£18,066	£0	0.0%	17.76	£19,714	£0	0.0%	17.76	£21,202	£0	0.0%	17.76
79	2035	CWM Y GLO	£12,158	£163,845	17.22	£17,570	£0	0.0%	17.22	£19,124	£0	0.0%	17.22	£20,650	£0	0.0%	17.22	£22,027	£0	0.0%	17.22
80	2192	EDMWND PRYS	£19,172	£192,544	15.82	£24,648	£0	0.0%	15.82	£26,221	£0	0.0%	15.82	£27,764	£0	0.0%	15.82	£29,157	£0	0.0%	15.82
81	2216	FRIOG	£23,357	£185,587	14.60	£28,289	£0	0.0%	14.60	£29,705	£0	0.0%	14.60	£31,095	£0	0.0%	14.60	£32,350	£0	0.0%	14.60
82	2078	BALADEULYN	£24,260	£163,210	14.54	£29,313	£0	0.0%	14.54	£30,764	£0	0.0%	14.54	£32,188	£0	0.0%	14.54	£33,474	£0	0.0%	14.54
83	2215	IEUAN GWYNEDD	£24,453	£172,156	14.16	£29,139	£0	0.0%	14.16	£30,484	£0	0.0%	14.16	£31,805	£0	0.0%	14.16	£32,997	£0	0.0%	14.16
84	2187	DINAS MAWDDWY	£27,016	£168,319	13.10	£31,189	£0	0.0%	13.10	£32,386	£0	0.0%	13.10	£33,563	£0	0.0%	13.10	£34,624	£0	0.0%	13.10
85	3023	LLANYSTUMDWY	£27,911	£150,335	12.88	£32,043	£0	0.0%	12.88	£33,229	£0	0.0%	12.88	£34,394	£0	0.0%	12.88	£35,446	£0	0.0%	12.88
86	2010	BEDDGELERT	£32,414	£163,590	12.66	£37,018	£0	0.0%	12.66	£38,340	£0	0.0%	12.66	£39,638	£0	0.0%	12.66	£40,810	£0	0.0%	12.66
87	2059	LLANAELHAEARN	£33,354	£168,273	12.44	£37,903	£0	0.0%	12.44	£39,209	£0	0.0%	12.44	£40,492	£0	0.0%	12.44	£41,649	£0	0.0%	12.44
88	2198	Y GARREG	£31,317	£154,911	12.38	£35,542	£0	0.0%	12.38	£36,754	£0	0.0%	12.38	£37,945	£0	0.0%	12.38	£39,020	£0	0.0%	12.38
89	2081	NEBO	£33,454	£166,590	12.16	£37,790	£0	0.0%	12.16	£39,035	£0	0.0%	12.16	£40,257	£0	0.0%	12.16	£41,360	£0	0.0%	12.16
90	2009	ABERSOCH	£19,188	£148,865	11.84	£22,532	£0	0.0%	11.84	£23,492	£0	0.0%	11.84	£24,434	£0	0.0%	11.84	£25,285	£0	0.0%	11.84
91	2047	FELINWENDA	£36,145	£158,355	11.66	£40,432	£0	0.0%	11.66	£41,663	£0	0.0%	11.66	£42,872	£0	0.0%	11.66	£43,963	£0	0.0%	11.66
92	2207	PENNAL	£35,250	£167,075	11.50	£39,317	£0	0.0%	11.50	£40,485	£0	0.0%	11.50	£41,631	£0	0.0%	11.50	£42,666	£0	0.0%	11.50
93	2191	GANLLWYD	£52,585	£171,516	7.94	£55,999	£0	0.0%	7.94	£56,979	£0	0.0%	7.94	£57,942	£0	0.0%	7.94	£58,810	£0	0.0%	7.94
cyfanswm cynradd / total primary			£456,123	£35,904,099		£556,123	-£1,278,538	-3.6%		£587,808	-£1,642,151	-4.6%		£618,923	-£1,999,219	-5.6%		£648,190	-£2,320,043	-6.5%	

nifer ysgolion gwarchodaeth /
number of safeguarded schools

20

22

22

22

23

lleiaf / lowest	£322	£148,865	7.94	£1,460	-£48,589	7.94	£3,352	-£62,538	7.94	£5,191	-£76,236	7.94	£1,191	-£88,597	7.94
cyfartaledd / average	£22,806	£386,066	21.17	£25,278	-£13,748	22.29	£26,719	-£17,658	22.64	£28,133	-£21,497	22.99	£28,182	-£24,947	23.31
uchaf / highest	£52,585	£1,382,447	25.08	£55,999	£0	26.66	£56,979	£0	27.15	£57,942	£0	27.64	£58,810	£0	28.11

Page 34

			A				B				C				CH															
	Rhogolwg 2016/17 cyn arbedion / 2016/17 Projection prior to savings (nifer disgyblion Medi 2015/ Sept 2015 pupil numbers)		cyfanswm gwanio PTR + Cwricwlwm Amgen a Cynnal Safonau CA3 / total weakened PTR + Alternative Curriculum and Maintaining Standards KS3				gwanio PTR pro-rata i'r dyraniad 45% llai arbedion pellach 0.5 cynradd / weakened PTR pro- rata to allocation 45% less further savings of 0.5 primary				cyfanswm gwanio PTR + Cwricwlwm Amgen a Cynnal Safonau CA3 / total weakened PTR + Alternative Curriculum and Maintaining Standards KS3				gwanio PTR pro-rata i'r dyraniad 45% llai arbedion pellach 1.0 cynradd / weakened PTR pro- rata to allocation 45% less further savings of 1.0 primary				cyfanswm gwanio PTR + Cwricwlwm Amgen a Cynnal Safonau CA3 / total weakened PTR + Alternative Curriculum and Maintaining Standards KS3				peidio gwanio PTR uwchradd o gwbwl / no weakening of the secondary PTR				cyfanswm gwanio PTR + Cwricwlwm Amgen a Cynnal Safonau CA3 / total weakened PTR + Alternative Curriculum and Maintaining Standards KS3			
	Safeguarding	Allocation	Safeguarding	Allocation	gwanio PTR pro-rata i'r dyraniad 45% / weaken the PTR pro-rata to the allocation 45%	Allocation	Safeguarding	Allocation	gwanio PTR pro-rata i'r dyraniad 45% / weaken the PTR pro-rata to the allocation 45%	Allocation	Safeguarding	Allocation	gwanio PTR pro-rata i'r dyraniad 45% / weaken the PTR pro-rata to the allocation 45%	Allocation	Safeguarding	Allocation	gwanio PTR pro-rata i'r dyraniad 45% / weaken the PTR pro-rata to the allocation 45%	Allocation	Safeguarding	Allocation	gwanio PTR pro-rata i'r dyraniad 45% / weaken the PTR pro-rata to the allocation 45%	Allocation	Safeguarding	Allocation	gwanio PTR pro-rata i'r dyraniad 45% / weaken the PTR pro-rata to the allocation 45%	Allocation	Safeguarding	Allocation	gwanio PTR pro-rata i'r dyraniad 45% / weaken the PTR pro-rata to the allocation 45%	Allocation
4002 DYFFRYN OGWEN	£0	£1,642,574	£0	£1,642,574	-£67,025	-£75,805 -4.6%	£0	£1,642,574	-£43,064	-£51,844 -3.1%	£0	£1,642,574	-£20,456	-£29,236 -1.8%	£0	£1,642,574	-£8,780	-£9,560 -0.5%	£0	£1,642,574	-£20,456	-£29,236 -1.8%	£0	£1,642,574	-£8,780	-£9,560 -0.5%	£0	£1,642,574	-£8,780	-£9,560 -0.5%
4003 BOTWNNOG	£0	£1,835,700	£0	£1,835,700	-£75,729	-£85,158 -4.6%	£0	£1,835,700	-£48,656	-£58,086 -3.1%	£0	£1,835,700	-£23,112	-£32,542 -1.8%	£0	£1,835,700	-£9,430	-£10,210 -0.5%	£0	£1,835,700	-£23,112	-£32,542 -1.8%	£0	£1,835,700	-£9,430	-£10,210 -0.5%	£0	£1,835,700	-£9,430	-£10,210 -0.5%
4004 BRYNREFAIL	£0	£2,687,347	£0	£2,687,347	-£112,288	-£123,639 -4.6%	£0	£2,687,347	-£72,146	-£83,497 -3.1%	£0	£2,687,347	-£34,270	-£45,621 -1.7%	£0	£2,687,347	-£11,351	-£12,131 -0.4%	£0	£2,687,347	-£34,270	-£45,621 -1.7%	£0	£2,687,347	-£11,351	-£12,131 -0.4%	£0	£2,687,347	-£11,351	-£12,131 -0.4%
4007 DYFFRYN NANTLLE	£0	£1,995,583	£0	£1,995,583	-£76,214	-£85,914 -4.3%	£0	£1,995,583	-£48,968	-£58,668 -2.9%	£0	£1,995,583	-£23,260	-£32,960 -1.6%	£0	£1,995,583	-£9,700	-£10,480 -0.5%	£0	£1,995,583	-£23,260	-£32,960 -1.6%	£0	£1,995,583	-£9,700	-£10,480 -0.5%	£0	£1,995,583	-£9,700	-£10,480 -0.5%
4009 EIFIONYDD	£0	£1,770,751	£0	£1,770,751	-£73,930	-£83,224 -4.7%	£0	£1,770,751	-£47,500	-£56,795 -3.2%	£0	£1,770,751	-£22,563	-£31,857 -1.8%	£0	£1,770,751	-£9,294	-£10,074 -0.5%	£0	£1,770,751	-£22,563	-£31,857 -1.8%	£0	£1,770,751	-£9,294	-£10,074 -0.5%	£0	£1,770,751	-£9,294	-£10,074 -0.5%
4030 Y GADER	£0	£2,028,076	£0	£2,028,076	-£69,810	-£79,212 -3.9%	£0	£2,028,076	-£44,853	-£54,256 -2.7%	£0	£2,028,076	-£21,306	-£30,708 -1.5%	£0	£2,028,076	-£9,403	-£10,183 -0.5%	£0	£2,028,076	-£21,306	-£30,708 -1.5%	£0	£2,028,076	-£9,403	-£10,183 -0.5%	£0	£2,028,076	-£9,403	-£10,183 -0.5%
4031 Y MOELWYN	£0	£1,680,714	£0	£1,680,714	-£63,710	-£72,477 -4.3%	£0	£1,680,714	-£40,934	-£49,701 -2.9%	£0	£1,680,714	-£19,444	-£28,211 -1.7%	£0	£1,680,714	-£8,767	-£9,547 -0.5%	£0	£1,680,714	-£19,444	-£28,211 -1.7%	£0	£1,680,714	-£8,767	-£9,547 -0.5%	£0	£1,680,714	-£8,767	-£9,547 -0.5%
4032 TYWYN	£1,297	£1,412,253	£59,944	£1,412,253	£0	-£8,293 -0.6%	£38,978	£1,412,253	£0	-£8,293 -0.6%	£19,196	£1,412,253	£0	-£8,293 -0.6%	£1,297	£1,412,253	-£8,293	-£9,073 -0.6%	£0	£1,412,253	£59,944	£1,412,253	£59,944	£1,412,253	-£8,293	-£9,073 -0.6%	£1,297	£1,412,253	-£8,293	-£9,073 -0.6%
4033 Y BERWYN	£49,468	£1,364,895	£105,595	£1,364,895	£0	-£8,144 -0.6%	£85,530	£1,364,895	£0	-£8,144 -0.6%	£66,598	£1,364,895	£0	-£8,144 -0.6%	£49,468	£1,364,895	-£8,144	-£8,924 -0.6%	£0	£1,364,895	£105,595	£1,364,895	£105,595	£1,364,895	-£8,144	-£8,924 -0.6%	£49,468	£1,364,895	-£8,144	-£8,924 -0.6%
4034 ARDUDWY	£0	£1,510,177	£15,151	£1,510,177	-£43,992	-£52,448 -3.5%	£0	£1,510,177	-£38,000	-£46,455 -3.1%	£0	£1,510,177	-£18,050	-£26,506 -1.7%	£0	£1,510,177	-£8,455	-£9,235 -0.6%	£0	£1,510,177	£15,151	£1,510,177	£15,151	£1,510,177	-£8,455	-£9,235 -0.6%	£0	£1,510,177	-£8,455	-£9,235 -0.6%
4036 FRIARS	£0	£4,321,543	£0	£4,321,543	-£172,324	-£186,963 -4.3%	£0	£4,321,543	-£110,719	-£125,358 -2.9%	£0	£4,321,543	-£52,592	-£67,231 -1.6%	£0	£4,321,543	-£14,639	-£15,419 -0.3%	£0	£4,321,543	£0	£4,321,543	£0	£4,321,543	-£14,639	-£15,419 -0.3%	£0	£4,321,543	-£14,639	-£15,419 -0.3%
4037 TRYFAN	£0	£1,849,637	£0	£1,849,637	-£77,465	-£87,327 -4.7%	£0	£1,849,637	-£49,772	-£59,634 -3.2%	£0	£1,849,637	-£23,642	-£33,504 -1.8%	£0	£1,849,637	-£9,863	-£10,643 -0.5%	£0	£1,849,637	£0	£1,849,637	£0	£1,849,637	-£9,863	-£10,643 -0.5%	£0	£1,849,637	-£9,863	-£10,643 -0.5%
4039 SYR HUGH OWEN	£0	£3,249,811	£0	£3,249,811	-£122,773	-£134,503 -4.1%	£0	£3,249,811	-£78,882	-£90,612 -2.8%	£0	£3,249,811	-£37,470	-£49,199 -1.5%	£0	£3,249,811	-£11,730	-£12,510 -0.4%	£0	£3,249,811	£0	£3,249,811	£0	£3,249,811	-£11,730	-£12,510 -0.4%	£0	£3,249,811	-£11,730	-£12,510 -0.4%
4040 GLAN Y MOR	£0	£2,281,959	£0	£2,281,959	-£92,894	-£103,379 -4.5%	£0	£2,281,959	-£59,685	-£70,170 -3.1%	£0	£2,281,959	-£28,351	-£38,836 -1.7%	£0	£2,281,959	-£10,485	-£11,265 -0.5%	£0	£2,281,959	£0	£2,281,959	£0	£2,281,959	-£10,485	-£11,265 -0.5%	£0	£2,281,959	-£10,485	-£11,265 -0.5%
cyfanswm uwchradd / total secondary	£50,765	£29,631,020	£180,690	£29,631,020	-£1,048,153	-£1,186,487 -4.0%	£124,508	£29,631,020	-£683,179	-£821,512 -2.8%	£85,793	£29,631,020	-£324,514	-£462,847 -1.6%	£50,765	£29,631,020	-£138,333	-£146,133 -0.5%	£0	£29,631,020	£180,690	£29,631,020	£180,690	£29,631,020	-£138,333	-£146,133 -0.5%	£50,765	£29,631,020	-£138,333	-£146,133 -0.5%

MEETING	SCHOOLS BUDGET FORUM
DATE	18 November 2015
TITLE	Amend the Clerk of Governors Service Level Agreement
PURPOSE	Seek agreement from the Schools Funding Forum
RECOMMENDATION	Approve the Clerk of Governors Service Level Agreement
REPORT BY	Arwyn Thomas, Head of Education
CABINET MEMBER FOR EDUCATION	Cllr Gareth Thomas

1. Background

- 1.1 Recommend inclusion of Governing Body Advisory element in the SLA.
- 1.2 Recommend an increased charge for SLA to match level of hours required to undertake the responsibilities appropriately and to a high standard.
- 1.3 Recommend providing an additional Extended Service but at a price in accordance with use, additional meetings to the 6 usual ones, e.g. Governing Body's Statutory Committees.

APPENDIX 1 LEA Governing Body Clerk Service Level Agreement.

2. Conclusion

- 2.1 It was noted that not enough recognition was given to the time taken to carry out the work of the clerk fully and to a high standard.
- 2.2 Consultations were held with the LEA's Secondary Schools Administrative Officers and Clerks to the primary schools in order to reach an agreement on average number of hours taken to complete all the responsibilities in both sectors.
- 2.3 It was noted that Governing Bodies required an advisory service element.

3. Recommendation

- 3.1 The Schools Budget Forum is requested to agree to the amendment in the SLA and sanction the recommendation for the following price:

£1500	Primary Schools
£2500	Secondary Schools

CONTENTS

1.0 Introduction

- 1.1 The Agreement
- 1.2 The Service
- 1.3 Methods of Provision
- 1.4 Confidentiality
- 1.5 Solving Disputes
- 1.6 The Duration of the Agreement
- 1.7 Conditions for Terminating the Agreement

2.0 Core Packages

- 2.1 A Core Administrative Package including Advising the Governing Body
- 2.2 B Extended Service – charged on a pay-as-you use basis

3.0 Cost of the Agreement

1.0 INTRODUCTION

1.1 The Agreement

This is a Service Level Agreement (SLA) between the Schools' Service and individual Primary, Secondary and Special Schools in Gwynedd to provide clerical support and guidance for governing bodies.

1.2 The Service

Offering:

A Core Administrative Package including Advising the Governing Body

B Extended Service – charged on a pay-as-you use basis

The main objectives of the service are to support effective administration for governing bodies.

The purpose of the agreement is to ensure that head teachers and governors receive adequate guidance and support to fulfil the statutory requirements placed on governing bodies.

This agreement will comply with the legal and managerial requirements set by the Welsh Government and by Gwynedd Council.

1.3 Methods of Provision

The service is provided by the Schools' Service. Governors' Clerks are employed who are specifically trained for the purpose of meeting the requirements of the Service under the supervision of the Governor Support Assistant and the Assistant Education Quality Improvement Officer. They will operate as a Governor Support Unit in order to ensure consistency and progression to the Service but each individual will also have a designated school/s in order to provide personal and direct contact.

It is the responsibility of the Governor Support Assistant and the Assistant Education Quality Improvement Officer as part of their client role to supervise the work of the Service, ensuring effective communication with the head teachers and chairs of governing bodies and the professional training and development of Service staff. Arrangements will be in place to monitor and report on the Service.

Professional translators are employed to provide a service to translate governing body documents for schools so as to allow them to meet the requirements of the Language Policy and Language Commissioner. Simultaneous translation equipment is provided free of charge to schools by arrangement with the translators, but schools are expected to organize a simultaneous translator and to shoulder the cost themselves.

1.4 Confidentiality

The Schools' Service will ensure that data is stored securely and that there are no doubts as to the confidentiality of the information. The Schools' Service will comply in full with data protection legislation.

1.5 Solving Disputes

Any complaint or comments about the Service should be referred in writing to the attention of the Assistant Education Quality Improvement Officer as soon as possible. The managers, through discussion, will attempt to resolve any differences of opinion regarding the content or implementation of this agreement. If the differences cannot be resolved through discussion, the matter will be referred to the Senior Manager Education Resources Service for a decision.

1.6 The Duration of the Agreement

The agreement is offered for three years from 1 xxxx 201x until 31 xxxx 201x.

1.7 Terminating the Agreement

Three months' written notice will be provided by either party before terminating the agreement.

2.0 Core Administrative Package including Advising the Governing Body

The SLA is a means of ensuring that the school has a clear procedure that complies with the Welsh Government's Statutory Instruments and offers protection from failing to fulfil statutory requirements.

2.1					
	Service	Standards	Timetable	Responsibilities of the Governors' Clerk	Responsibilities of the School/Governing Body
2.1.1.	Prepare an agenda for Governing Body meetings.	Confirm the agenda and ensure that it is correct, in accordance with the Chairperson's instruction.	To be sent to members of the Governing Body five working days prior to the meeting.	Collaborate with the Chairperson and Head Teacher on the content of meetings' agendas.	Confirm with the Chairperson and Clerk the content of the agenda: <ul style="list-style-type: none"> • Standing items, e.g. apologies. • Standing items according to the annual timetable, e.g. appointing officers and panels. • Items according to importance, e.g. statutory matters. • Items according to heading, e.g. staffing, buildings.
2.1.2	Arrange that background papers are sent with the agenda.	Ensure that the Head Teacher has received the relevant papers.	To be sent to members of the Governing Body five working days prior to the meeting.	Receive papers from the Head Teacher and Chairperson and provide these for the members of the Governing Body.	Ensure that the appropriate papers are available to the Clerk five days prior to the meeting.
2.1.3	Act on matters arising from the Governors' meeting.	Keep an accurate record of the matters that require action and deal appropriately with these.	A need to act in accordance with the Governing Body's request and by the next meeting.	Check with the Chairperson any matters acted upon between meetings and which need to be reported to the Governing Body.	Confirm accuracy and advise the Clerk on any matters that require action between meetings.
2.1.4	Attend meetings of the full Governing Body.	Be present at the appropriate time to take minutes at meetings of the full Governing Body.	Be available shortly before the start of the meeting in order to confirm arrangements with the Head Teacher and Chairperson.	<p>Attend meetings of the full Governing Body. Ensure that the Governing Body holds at least one meeting of the full Body per term.</p> <p>It is not expected that any meeting will last more than two hours. An additional cost will be specified for every additional ¼ hour.</p> <p>Attend up to six meetings annually</p> <ul style="list-style-type: none"> - It is statutory that a Governing Body holds at least one meeting of the full Governing Body per term. - Two hours are allocated for a meeting. (It is not expected that any meeting will last more than two 	<p>The Governing Body should hold at least one meeting of the full Body per term. It is not expected that any meeting will last more than two hours. The cost of clerking meetings that exceed two hours would fall on the school.</p> <p>The Governing Body may require more than six meetings every year. The cost of clerking the additional meetings would fall on the school.</p>

hours.)

2.1.5	Ensure that the Governing Body determines dates for meetings in advance and that this information is known to the Local Education Authority.	Keep a record of the dates. Inform the members of the Governing Body and the LA of all dates.	Determine the dates for the year at the first meeting of the academic year.	Ensure that all members of the Governing Body are aware of the dates set. Should dates be altered during the year, the Clerk is expected to inform members of the Governing Body of any changes.	An attempt should be made to specify dates at the first meeting of the academic year. An effort should be made to adhere to the original dates. Should any changes occur, the Clerk should be made aware of these at least 10 days prior to the meeting being held.
2.1.6	Produce and send draft copies of the minutes to the Chairperson and Head Teacher before producing a final version to be circulated to all members of the Governing Body and LA.	Record clear, concise and accurate minutes of Governing Body meetings.	The Clerk is expected to present a draft version of the minutes within five days to the Chairperson and Head Teacher.	<ul style="list-style-type: none"> The minutes should be an accurate record of the discussion held at the meeting. They should be concise but not in the form of notes. They should be comprehensible to any member of the Body who was not present at the meeting. Individuals should not be named. <p>Present the draft minutes to the Head Teacher and Chairperson within five days. Make any changes proposed as soon as possible.</p> <p>The Clerk is expected to send the completed minutes to the attention of the Head Teacher/Administrative Officer to be translated as soon as possible, but at least 20 working days before the next meeting.</p> <p>The Clerk is expected to send the completed minutes to the LA noting that they have not been confirmed.</p>	<p>The Head Teacher and Chairperson are expected to check the draft minutes in detail, and to confirm any changes with the Clerk as soon as possible.</p> <p>The Head Teacher and Chairperson are expected to confirm that the minutes are finalized and can be circulated to members of the Governing Body and to the LA.</p> <p>The Head Teacher/Administrative Officer is expected to arrange to send any minutes together with background papers to the translator in order to translate the documentation.</p>
2.1.7	Record Governors' attendance at meetings and notify any Governor who is at risk of being disqualified due to non-attendance.	Record accurate minutes of attendance and apologies.	The Clerk is expected to record accurate minutes at the meeting.	<ul style="list-style-type: none"> The minutes should record attendance. The minutes should record apologies and that the Governing Body accepts the apologies. The minutes should differentiate between apologies and absences. The Clerk should notify the Governing Body if a member of the Body is absent without apology for more than six months. At the Body's request, the Clerk should send a warning letter to the member, denoting that he/she is at risk of being disqualified. The Clerk should notify the LA of any disqualification. 	<p>The Head Teacher and Chairperson are expected to confirm that the minutes are correct at each meeting.</p> <p>The Head Teacher and Chairperson are expected to monitor the absences of members who do not provide apologies.</p> <p>The Head Teacher and Chairperson are expected to collaborate with the Clerk on matters of governor disqualification. The Clerk should not be working on his/her own.</p> <p>The Head Teacher and Chairperson are expected to notify the LA of any disqualification.</p> <p>The Head Teacher and Chairperson are expected to confirm that the register is correct.</p> <p>The Head Teacher and Chairperson are expected to</p>
2.1.8	Retain a record of the term of office of each Governor, contacting the LA on occasions when a term of office ends, or	Keep an accurate record of Governors' term of office. Share	It is expected that a register is available noting the date on which each Governor's	<ul style="list-style-type: none"> The Clerk is expected to retain a record of the term of office of every Governor, notifying the Governing Body when a term of office is about to end. This 	

	when there are resignations.	information with the LA and Governing Body.	term of office commences and ends in accordance with the Governing Body's records.	<p>should be included as an item on the agenda.</p> <ul style="list-style-type: none"> • The Clerk is expected to draw the attention of the Head Teacher and Chairperson to any vacancies. • The Clerk is expected to inform the LA of any changes when Governors resign. • The Clerk is expected to inform the LA when a new member starts, noting the: <ul style="list-style-type: none"> - name and address in full - e-mail / phone number - governor category - starting date. 	draw the attention of the Governing Body to any vacancies on the Governing Body, and by implementing correct procedures, attempt to fill any vacancies on the Governing Body.
2.1.9	Correspond on behalf of the Governing Body, as necessary.	The record should be accurate for correspondence.	Prepare and send the correspondence as soon as possible following the Governing Body meeting, but within 10 days.	<ul style="list-style-type: none"> • The Clerk is expected to send an electronic copy to the Head Teacher and Chairperson before sending any correspondence out. • The Clerk is expected to report to the Governing Body on any reply received as a result of the correspondence. • The Clerk is expected to file the minutes according to date. • The Chairperson should certify every page. • Pages should be numbered. • The minutes must be made available to the public should a request be received. 	<ul style="list-style-type: none"> • The Head Teacher and/or Chairperson is expected to check any electronic copies received from the Clerk, and to immediately notify the Clerk of any changes.
2.1.10	Keep minutes, correspondence and other documents relating to the work of the Governing Body in order.	Minutes to be available in chronological order.	The Clerk is expected to file the minutes according to date, signed by the Chairperson.	<ul style="list-style-type: none"> • The Clerk is expected to advise the Head Teacher and Chairperson of the statutory matters that should be included in the Annual Report to Parents. • The Clerk is expected to draw up the Annual Report to Parents through a discussion with the Head Teacher. • The Clerk is expected to send any information about courses on to members of the Governing Body. • The Clerk is expected to encourage and remind Governors to attend courses. • The Clerk is expected to be prepared to assist the Governor Support Assistant to organize courses locally. • The Clerk is expected to prepare a letter suspending/dismissing a Governor who has not attended a Mandatory Course within the specified time limits. • The Clerk should ensure that an item is placed on the agenda warning a Governor that he/she is at risk of being suspended/dismissed. 	<ul style="list-style-type: none"> • The Head Teacher should be aware of where the minutes are kept and that a version omitting names and without reference to confidential matters is available to the public.
2.1.11	Assist the Head Teacher, Chairperson and Governing Body to prepare the Annual Report to Parents.	Assist the Head Teacher and Chairperson to prepare the Annual Report.			<ul style="list-style-type: none"> • The Head Teacher/school's Administrative Officer is expected to arrange the distribution of the Report to parents. • The Head Teacher/school's Administrative Officer is expected to arrange to have the Report to Parents translated.
2.1.12	Training for the Governing Body and Clerk.	Ensure that the latest information on courses is available to Governors.	Ensure that the information on courses is transferred in good time to Governors.		<ul style="list-style-type: none"> • The Head Teacher, Chairperson and Governing Body should support training sessions organized for them.
2.1.13	Inform the Head Teacher/ Chairperson of any situation where Governors have not attended a Mandatory Course.	Ensure that the information is correct.	Ensure that Governors have received notice of Mandatory Courses.		<ul style="list-style-type: none"> • The Head Teacher should be aware if Governors need to attend a Mandatory Course. • No unqualified Governor should serve on any Statutory Panel.

2.1.14	Disclosure & Barring Service Checks and Governor Declaration of Interest forms	Ensure that Governor DBS and Declaration of Interest forms have been completed.	Ensure that governors DBS Certificates are current and Declaration of Interest forms are completed annually	<ul style="list-style-type: none"> • The Clerk should present the letter to the Chairperson to certify. • The Clerk is expected to inform the LA of any new governor, the new governor pack will include a CRB form. • The Clerk should ensure that the DBS form is completed before the new governor attends first meeting. • The Clerk should arrange with the Head Teacher for completed DBS's to be sent to the LEA. • The Clerk is expected to keep a record of all DBS Certificate numbers and check that they are current. • The Clerk is expected to keep Governors Declaration of Interest forms and arrange to renew them annually. 	<ul style="list-style-type: none"> • The Head Teacher should check the DBS forms and arrange to send to the LA. • The Head Teacher must ensure that all governors have a current DBS Certificate. • The Head Teacher must ensure that all governors have completed a Declaration of Interest form annually.
--------	--	---	---	---	--

2.1.15 Governing Body Advisory Service

- Give guidance on the statutory legal responsibilities of the Governing Body.
- Ensure that the Governing Body is properly constituted in accordance with legislative requirements.
- Arrange for the drafting, signing and maintenance of the Governing Body's Instrument of Government.
- Advise on Instruments of Government, school government regulations, statutory circulars, relevant legal judgements and measures associated with school governance that may impact on the role of the Governing Body.
- Advise on eligibility, quorums, election procedures and disqualification regulations.
- Give guidance on the establishment, compositions and (statutory) review of committees (including terms of reference for those committees).
- Give guidance on constitutional and procedural matters.
- Monitor follow-up action points and correspondence arising from decisions taken at meetings.
- Ensure statutory policies are in place, and copies will be sent to the school of policies and other documents that have been approved by the Governing Body.
- Conduct research as required by the Governing Body.

2.2 Extended Service - charged on a pay-as-you use basis

2.2.1 Additional Hours – Where meetings exceed two hours, there will be an additional charge at **£15 per hour**.

2.2.2 Additional Meetings/Committees/Visits

The agreement can offer an extended service to take minutes at additional meetings at a cost of

Primary Schools £150 per meeting
Secondary Schools £270 per meeting
 (e.g. statutory sub-committees*).

The request should be made 10 days before the date of the additional meeting.

*Statutory committees

- Discipline and dismissal committee
- Discipline and dismissal appeal committee
- Pupil exclusion committee
- Admissions committee (voluntary aided schools only).

2.3 Governing Body Bronze Award Preparation Service

- 2.3.1** The service can offer to prepare the file for the Governing Body Bronze Award – at a charge of **£280**. The Head Teacher/Administrative Officer is expected to provide further reports/information as required for the Governing Body Bronze Award.

3.0 Cost of the Agreement

A Core Administrative Package including Advising the Governing Body

£1500 per annum for Primary Schools

£2500 per annum for Secondary Schools

B Extended Service – charged on a pay-as-you use basis

The Governing Body may require more than six meetings every year. The cost of clerking the additional meetings would fall on the school as noted.

Primary Schools £150 per meeting

Secondary Schools £270 per meeting

Service Level Agreement Clerical Service for School Governing Bodies

1st xxxx 20xx - 31st xxxx 20xx

Addysg

School:

School Number:

The Governing Body agrees to purchase the:

A Core Administrative Package for the Governing Body – at a cost of £1500 per annum for Primary Schools, £2500 per annum for Secondary Schools

B Extended Service – charged on a pay-as-you use basis

for a one-year period from 1st xxxx 201x to the end of xxxx 201x.

Signed:

(Chair of the Governing Body/Head Teacher)

Date: