

SLOUGH SCHOOLS FORUM

SCHOOLS GROUP:

John Constable (Chair), Peter Collins, Philip Gregory, Valerie Haffrey, Kathleen Higgins, Navroop Mehat, Angela Mellish, Carol Pearce, Kathy Perry, Jon Reekie, Jo Rockall, Jamie Rockman, Coral Snowden, Neil Sykes, Maggie Waller, Nicky Willis and Maxine Wood

OBSERVERS:

Eddie Neighbour and Councillor Martin F. Carter

LOCAL AUTHORITY:

Michael Jarrett, Eleni Ioannides, Johnny Kyriacou, Mark McCurrie, Neil Wilcox and Susan Woodland

DATE & TIME: WEDNESDAY, 9TH DECEMBER, 2020 AT 9.15 AM

VIRTUAL: <https://us02web.zoom.us/j/83772695402?pwd=UnJZUm1VZ0tvVGhULzV3SytOOXhhUT09>

Meeting ID: 837 7269 5402 Passcode: 857647

AGENDA

Page

Apologies

1. Any Other Business
2. Declarations of Interest

The Chair will ask Members to confirm whether they have any declarable interests in relation to any item on the agenda.

All Members who believe they may have such an interest must declare it and may only:

- (a) remain in the meeting while that matter is discussed at the discretion of the Chair or Vice Chair, and*
- (b) speak on the matter by invitation.*

Examples of declarable interests include: where the outcome of a discussion may provide a personal advantage or avoid disadvantage (pecuniary or non-pecuniary), or where the focus of an agenda item and the likely impact of any outcome is wholly or mainly on a school with which the Member is associated.

3. Minutes of Previous Meeting held on Thursday 1 October 2020 **(Pages 1 - 8)**
4. Schools Forum Membership and Update
5. Update on National/Local Funding Issues
6. Schools Block 2021/22: consultation outcome and Task Group recommendation **(Pages 9 - 22)**
7. Central School Services Block **(Pages 23 - 30)**
8. Scheme for Financing (maintained) Schools 2020/21: update on consultation **(Pages 31 - 36)**
9. High Needs Block Centrally Retained Budget **(Pages 37 - 40)**
10. High Needs Block - DSG Management Plan update **(Pages 41 - 42)**
11. SEND Quarterly Banding Update **(Pages 43 - 44)**
12. Update from Task Groups: Early Years, HNB and 5-16
13. Academies Update
14. 2020/21 Proposed Forward Agenda Plan/Key Decisions Log **(Pages 45 - 50)**
15. Any Other Business

Slough Schools Forum- Meeting held on Thursday, 1st October, 2020

Present: John Constable, Langley Grammar School (Chair)
Peter Collins, Slough & Eton Church of England Business and Enterprise College
Philip Gregory, Baylis Court Nursery School
Valerie Haffrey, Ryvers School
Kathleen Higgins, Beechwood Secondary School
Angela Mellish, St Bernard's Catholic Grammar School
Carol Pearce, Penn Wood Primary School
Kathy Perry, Mighty Acorns Day Nursery
Jon Reekie, Phoenix Infants
Jo Rockall, Herschel Grammar School
Jamie Rockman, Haybrook College
Coral Snowden, Western House Academy
Neil Sykes, Arbourvale School
Maggie Waller, Holy Family Primary School
Nicky Willis, Cippenham Primary School
Maxine Wood, Windsor Forest College Group

Observers: Angela Mumford, Littledown School (Observer)
Eddie Neighbour, Upton Court Grammar School (Observer)

Officers: Catherine Cochran, Michael Jarrett, Johnny Kyriacou, John Wood and Susan Woodland

Apologies: Ray Hinds and Navroop Mehat

The Chair welcomed everyone to the first Schools Forum meeting of the new academic year. Introductions were made and Michael Jarrett was congratulated on becoming Associate Director, Children & Families, Slough Borough Council.

The protocol for holding a remote meeting was outlined and it was noted the meeting would be recorded. The recording would be deleted when accurate minutes had been produced.

Apologies: The following absences were noted: Ray Hinds and Navroop Mehat. Maxine Wood had advised she would need to leave at 10.00am.

777. Any Other Business

Nothing was tabled under Any Other Business.

778. Declarations of Interest

There were none.

779. Minutes of Previous Meeting held on Tuesday 14 July 2020

The minutes of the Schools Forum meeting held on 14 July 2020 were agreed as a correct record.

Matters Arising from those Minutes: There were none.

9.05am: Angela Mumford joined the meeting

Angela Mumford was welcomed as an Observer and introduced as Headteacher of Littledown School.

780. Schools Forum Appointment of Vice Chair

The Chair explained there was a vacancy for a Vice Chair of Schools Forum. Nicky Willis had held the role and was thanked for all her work and support.

There was a need for a Vice Chair and any member interested in taking on the role was asked to contact the Chair in the first instance.

781. Schools Forum Membership

The terms of office for Jon Reekie, Primary Governor representative and Ray Hinds, Secondary Academy representative, were due to finish on 4 December 2020. Mr Reekie had expressed an interest in standing for a further term but Mr Hinds would not be standing again.

The Clerk would make the necessary arrangements to invite nominations.

9.10am: Neil Sykes joined the meeting

782. Update on National/Local funding issues (2020/21 and 2021/20)

The Chair invited Susan Woodland to take the meeting through her report.

The National Funding Formula (NFF) had not yet been fully introduced, reaching approximately 85% at this time.

It was confirmed there had been a 2% increase in per pupil-led funding, but that amount might not be evidenced in school budgets until the Regulations changed in line with NFF. The NFF was still predicated on this year's pupil numbers as per the October 2019 census.

The per pupil funding in the local formula had increased to a minimum of £4,180 per primary pupil and £5,215 per secondary.

The MFG had to be set between +0.5% and 2.0% and there was no change to area cost adjustments.

It was confirmed that the DfE's Universal Catch-Up funding premium (£80 per pupil mainstream, £240 per pupil special, AP and hospital) was to be paid in three installments during the current academic year only. The first payment had just been received, based on the October 2019 census figures. At this time, it was unknown when the third tranche would be paid. In addition, £350m was being made available through the National Tutoring Programme for additional targeted support.

Historically, the Central Schools Block funding had been reduced by 20%: this had little effect on Slough because, further to moving the Virtual School, the only commitment now was to the Safeguarding Board. However, there was a deficit.

Teachers' pay and pension grants were to be included in the DSG as the additional teachers' pension funding was to be added to the Central Block but as yet no timeline had been issued. The DSG would be adjusted during the year.

There would be an increase in High Needs, with the Borough receiving 8-12%, equating to approximately £2.4m. This amount would include an adjustment for pupils supported out of borough.

There were no major updates for Early Years, apart from the Maintained Nursery Schools (MNS) sum was to continue.

An Operational Guide was expected in the Autumn and, as soon as the information was received, it would be shared with Schools Forum members.

Some values had increased but banding criteria had changed.

9.15am: Johnny Kyriacou joined the meeting

It was pointed out that when criteria and bands had changed previously it had detrimentally affected those schools with disadvantaged students and it was queried whether a further impact was anticipated on any individual schools.

9.20am Jamie Rockman and Angela Mellish joined the meeting

This was acknowledged but with additionality and the minimum funding guarantee, losses should be minimised. There had not been any implication of changes being made to the MFG with per pupil funding having increased over the past few years and there was no indication protection elements would be removed. More information would be available when the new IDACI was used from the new APT. It was agreed it would be important for the Task Group to consider further and focus on impact.

In answer to a question, Susan Woodland confirmed that the consultation would be shared during the current term and noted it would be helpful to consider when it was to be shared with schools in order to allow sufficient time for response. The proposed dates would be shared with the Task Group.

At the current time the maintained nursery school supplementation funding was only being made available to the end of the Summer term 2021 and further information was awaited. As noted, the Operational Guide, which would give more detail, was expected to be released imminently. Three local nurseries were in deficit and it was confirmed there would be further discussions with schools when the Guide became available. It was planned to be able to report back at the next Schools Forum meeting.

Michael Jarrett confirmed that SBC had raised this issue with the DfE, outlining concerns about the sustainability of nurseries. The outcome of the comprehensive funding review was awaited and it was pointed out that Slough had managed to maintain their network of five nurseries: this had not been the case in a number of LAs as this was a national issue. It was acknowledged some uncertainty remained around MNS.

The Chair thanked Susan Woodland for her comprehensive report, noting that this information would support the discussions to be taken on Schools and High Needs Blocks.

783. Schools Block (5-16 funding) 2021/22 - timeline & proposed consultation

The proposed consultation timeline was outlined: it was noted there was some flexibility and agreement was required on what worked well. Clarity was also required on whether there should be a transfer from Schools Block to High Needs Block and a transfer from High Needs to CSSB. However, at this point it was unknown how much these transfer amounts would be. There was also a need to establish whether local schools wished to move to the full NFF and this would be referred to the Task Group. Suggested meeting dates had been shared in the paper.

There were no major changes to the Schools Block this year although CSSB had to be consulted upon.

It was explained that the timeline was similar to previous years and dates should be agreed as soon as possible. Consideration would be given to sending the consultation out directly after the half term holiday: it was felt schools required sufficient time to consult with their governing boards, particularly given the current situation. The Chair and Susan Woodland would discuss further.

Members of the 5-16 Task Group were asked if they wished to continue sitting on the group and it was noted that other colleagues were welcome to join. Membership and meeting dates would be confirmed.

784. Scheme for Financing Schools (maintained) 2020/21 & proposed consultation

The proposed Scheme for Financing Schools (maintained) 2020/21 and consultation document had been made available for Schools Forum. Susan Woodland explained there were minimal changes, with the only directed DfE change being that maintained schools could now buy into the RPA operated by the DfE. The DfE would adjust the cost from the LA and the LA was currently awaiting further detail about how this would operate.

In answer to a question, it was noted that the majority of LAs did not take the option to de-delegate. It was known that some local maintained schools had opted for RPA and Susan Woodland would contact the schools concerned to establish whether they had been approached to make payments.

Maintained School members **APPROVED** the minor amendments in the Scheme for Financing Schools. Susan Woodland would arrange to circulate the consultation document with a return date of Friday 16 October.

785. Early Years Update

Forum was reminded that the Early Years rate increases, effective 1 April 2020, had been shared at the previous meeting.

Michael Jarrett reported that the local Early Years sector's response to the pandemic had been 'phenomenal', with all providers having remained open during the lockdown. This had involved nurseries and all ten Children's Centres continuing to offer their services.

It was noted there had been an incremental increase to approximately 52% take up which was mirrored nationally. There were continued concerns about the sustainability of providers who were being heavily subsidised which had been discussed with the DfE. This included anxiety amongst child minders who also required wrap-around care funding. Work had commenced on a campaign to promote the entitlement to places and the advantages of Early Years learning, which included advertising on a bus. To date, feedback from the DfE had been favourable. The Early Years Task Group would meet towards the end of this calendar year: any Schools Forum member wishing to join was welcome to do so.

10.00am: Maxine Wood and Kathleen Higgins left the meeting

786. High Needs Block Deficit Strategy

At the previous Schools Forum meeting it had been reported that a positive meeting had been held with the ESFA regarding the Council's DSG Recovery Plan. The DfE had now changed their policy and on Friday 24 July had published their conditions of grant. The DSG Recovery Plan was now to be replaced with a DSG Management Plan and the need had been removed for a formal Recovery Plan. The relevant extract was highlighted to members. The DfE appeared to acknowledge that the majority of High Needs deficits would not be recovered but a plan was still required to demonstrate efficiencies.

John Wood confirmed that Mark McCurrie, Consultant SEN Commissioner had been appointed as additional support in the work to address the High Needs deficit and that Mark McCurrie had presented a paper to the High Needs Task Group at their meeting on Tuesday 22 September.

During September, the ESFA had published a template for the DSG Management Plan and the key features had been highlighted in John Wood's paper to Schools Forum. It was explained that the template did not focus on Blocks alone but linked to SEND strategies, with an expectation to include links to finance. It was felt the template was a useful, 'live' document which had to be coordinated with other pieces of work. Further resources had been required and it had been advantageous to bring in more support to work on the local inspection plan.

The DSG Management Plan would need to be used to prepare the 2020/21 budget, would be discussed with Schools Forum and would have to be published as part of the local offer and on other websites.

Details of mitigated and unmitigated expenditure would have to be provided and there would be a need to report on how the Council engaged with stakeholders in 2021/22. A change in budget structure and reporting would also be required, resulting in more transparency and increased accountability. John Wood confirmed there was a need for the Borough to improve their use of funding, adding that the reporting on out of borough placements was incorrect.

As noted, the High Needs Task Group had met and the proposed future timeline was outlined. Meetings of the Task Group would need to continue until March/April of 2021, in order to set the 2021/22 budget, populate the template and develop the 3-year plan. A number of activities were already underway and a draft report would be made available for the next meeting of Schools Forum, with two Task Group meetings scheduled to take place prior to that date.

The Chair said that the clarity from the DfE was welcome and there appeared to be a recognition that it was about managing the situation rather than recovery. The LA was thanked for having made the additional support available.

A member queried whether the two-week period allowed for LA officers to meet with schools and to review specialist provision, particularly Resource Bases, was enough and what discussions were likely to feature. It was explained that Mark McCurrie was currently setting up meetings with those schools with larger Resource bases and a meeting for all schools with Resource bases. Information was being compiled on resource base funding and other specialist places. Officers had been working with Priory School to develop an agenda and dialogue would be ongoing. It was not anticipated there would be any major changes in provision in the 2021/22 budget. This work would identify changes in provision which could take effect from next year but would impact on the 2022/23 budget. An explanatory document was due to be shared with schools on 2 October 2020.

It was felt two areas needed to change:

- the imbalance between primary and secondary, plus the need to work towards better continuity between the two, particularly in the area of autism;
- more scrutiny was required on how the funding made available for Resource Bases was allocated.

787. SEND Quarterly Update

John Wood and the panel had reviewed the banding model which required further work: any updates to the banding model were now being considered as part of the DSG Management Plan.

It was felt the Borough had become more efficient in its' use of top-up for High Needs and it was indicated there had been a 'tightening up' on expenditure. Although banding amounts could increase these did not always equate with the needs of the child concerned. Therefore, the point scheme was being considered as part of the model but required further discussion and work. It was explained that the points system, which was more sophisticated, already existed in Slough: a child's level of need was assessed, with the assessment details fed into the model, resulting in a point score.

Further consideration was required with regards to special schools and AP as they were funded to absorb increases such as Teachers' pension contributions. The proposed changes to the model would be circulated and consulted upon: more training would then be made available to schools to ensure they were familiar with the process. The number of children involved would be shared with the High Needs

Task Group and an update report would be presented to the next meeting of Schools Forum.

It was noted that, as part of the SBC restructure, John Wood's commission was due to end on Friday 6 November, with phase 2 of the staff consultation due to begin on Wednesday 21 October. Mark McCurrie would be available to provide continuity on the SEND work with schools, Schools Forum and services, with the SEND department remaining within the Education & Inclusion portfolio.

The Chair thanked John Wood for updating Schools Forum and, on behalf of members, thanked John Wood for his contribution whilst working with Slough schools and wished him well for the future.

It was confirmed that the quarterly visual of the banding update would be produced as part of the review which would be shared with Schools Forum.

788. Update from Task Groups: Early Years, 5-16 and HNB

As noted, the HNB Task Group had met and were to confirm further meetings. The 5-16 Task Group were to arrange a meeting, with Early Years to arrange a meeting towards the end of the calendar year.

789. Academies Update

Khalsa Primary School were in the process of applying for multi-academy trust status.

790. 2020/21 Forward Agenda Plan/Key Decisions Log

The Forward Agenda Plan 2020/21 and Key Decisions Log were noted.

The proposed Schools Forum meeting dates for the academic year 2020/21 had previously been made available. The next meeting was scheduled for:

Wednesday 2 December 2020: provisional start time 9.15am.

10.30am: Peter Collins left the meeting

791. Any Other Business

Covid-19

A member queried whether Schools Forum should be made aware of the expenditure costs incurred by schools in relation to Covid-19 precautions. It was suggested a survey to schools could be an option to establish the impact on school funds.

Susan Woodland confirmed that the DfE would not be offering a second round of funding to those schools which might be eligible.

It was pointed out that the ESFA representative, who had observed the previous Schools Forum meeting, had agreed to highlight the issue of additional costs experienced by schools in ensuring Covid precautions were in place. The Chair would follow up whether this issue had been raised.

Cate Duffy

In light of the Council's future plans Forum noted that Cate Duffy, Director of Children, Learning & Skills would be retiring.

On behalf of Schools Forum the Chair thanked Cate Duffy for her contributions to Schools Forum meetings and for the impact she had made on schools within Slough during her tenure: all best wishes were sent to Cate Duffy for her future.

(Note: The Meeting opened at 9.00am and closed at 10.40am)

SLOUGH SCHOOLS' FORUM
9th December 2020

Directorate of Children, Learning and Skills

2021-22 Schools' Block Consultation Outcome

1 PURPOSE OF REPORT

- 1.1 To inform Schools' Forum of the outcome of the Schools' Funding consultation which ran from the 16th to the 24th November 2020.
- 1.2 To inform Schools' Forum of the recommendation from the 5-16 Schools Task Group following the meeting on the 26th November to discuss the results of the consultation

2 RECOMMENDATIONS

- 2.1 That Schools' Forum **note** the level of responses to the consultation:
- 18 responses (36%) of which;
 - 14 in favour of a moving to a Full National Funding Formula (NFF) - utilising all NFF factor rates except Mobility
 - 3 in favour of staying at 85% of the way to utilising all NFF factor rates except mobility
 - 4 in favour of utilising the maximum percentage transfer out of the Schools Block (SB) of 0.48%. This is split as 0.41% transfer to the High Needs Block (HNB) and 0.07% transfer to the Central Schools Services Block (CSSB)
 - 5 in favour of utilising a transfer of 0.07% to the (CSSB)
 - 8 in favour of not transferring any funding from the Schools Block (SB) to any other block of the Dedicated Schools Grant (DSG)

Q1	Full NFF	14
	85% NFF	3
Q2	0.48% HNB and CSSB	4
	0.07 CSSB only	5
	No transfer	8

- 2.2 That Forum note that any movement towards implementing the full NFF funding rates is dependant on affordability within the final DSG settlement. If the funding is insufficient to implement the full NFF rates then rates will be moved as close as possible within the available funding.
- 2.3 That Forum takes into consideration the recommendation of the 5-16 schools funding task group when making a recommendation for implementation of their preferred options.

3 REASONS FOR RECOMMENDATION

- 3.1 This the fourth year of a 'soft' National Funding Formula Essentially this means that there is still an element of local decision making in how the authority distributes its Schools Block. There are several reasons why the DfE have not yet implemented a 'hard' national funding formula, the main one being that primary legislation needs to be amended and approved in order for it to be implemented and secondly many authorities nationally have made headway in mirroring the NFF or at least made some headway to moving closer to the NFF

3.2 Task Group recommendations

1. Local funding formula for 2021-22 to be based on the full NFF funding rates, or as close to full NFF as the final DSG settlement will allow.

The consultation response showed a clear majority in support of this position.

2. In-principle support for the transfer of up to £100k from Schools Block to the CCSB to fund the admissions team expansion in 2021-22 only, subject to:
 - Affordability – can this transfer be made without compromising the move to full NFF rates?
 - Clear presentation of the business case for this funding at December Forum by SBC officers
 - Confirmation of how the ongoing commitment to the admissions team will be funded in 2022-23 and beyond.

The consultation response indicated a 50-50 split in opinion on support for this transfer.

3. Rejection of the proposal to transfer approx. £600k (0.41%) from Schools Block to High Needs Block.

The consultation response showed a clear majority in support of this position.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 Various options were modelled and considered at the Task Group meetings. The selection of models agreed upon were then sent out to schools for wider consultation.

5 SUPPORTING INFORMATION

- 5.1 Not applicable

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

6.1 Monitoring Officer

The relevant legal provisions are contained within the main body of this report.

6.2 Section 151 Officer – Strategic Director of Finance and Resources

The financial implications of the report are outlined in the supporting information.

6.3 Access Implications

There are no access implications.

7 CONSULTATION

- 7.1 Concluded on the 26th November 2020.

Contact for further information

Susan Woodland

Group Accountant - Children and Schools

Susan.woodland@slough.gov.uk

2021-22 SCHOOLS' REVENUE BUDGET CONSULTATION

1 Introduction

- 1.1 Schools will be aware of the Government's plans to transition the school funding methodology to a National Funding Formula (NFF) based model, rather than the current Local Funding Formula based model. The stated aim of the Government's policy is to tackle long-standing disparities in funding for schools in similar circumstances.
- 1.2 As part of the governments commitment to increase funding for schools and high needs there is an additional £4.8bn incorporated within the funding allocation for 2021-22. It has been incorporated by way of the uplift in pupil rates and Minimum Funding Level Per Pupil (MFLPP) and the positive Minimum Funding Guarantee (MFG).
- 1.3 Teachers Pay and Pension grants have been incorporated into the Dedicated Schools Grant (DSG) and will no longer be paid as separate grants. £180 has been added to primary pupil rates and £265 has been added to secondary pupil rates at both the DSG unit of funding level and the local formula level.
- 1.4 The primary Unit of Funding (PUF) has increased from £4,216 to £4,492 (+£276) Secondary Unit of Funding (SUF) increased from £5,706 to £6,117 (+£411) These are the basic units of funding used to calculate the DSG / LA allocation
- 1.5 The minimum per-pupil funding values for 2021-22, have been confirmed at £4,180 for Primary Schools (+£250 base increase and an additional £180 for teachers pay and pension grants) KS3 from £5,215 (+£150 base increase and an additional £265 for teachers pay and pension grants) KS4 from £5,715 (+£150 base increase plus an additional £265 for teachers pay and pension grants). In addition, the Minimum Funding Guarantee (MFG) has been set at a positive rate of between +0.5% to +2.0% meaning all schools, will see an increase in their per pupil level of funding over 2020-2021.
- 1.6 Further details on the funding of the schools block for 2020-21 can be found in the schools block National Funding Formula Technical Note on the following link

<https://www.gov.uk/government/publications/national-funding-formula-tables-for-schools-and-high-needs-2021-to-2022>

2 Context

- 2.1 The Council is required to consult annually with all schools regarding the local formulaic mechanism for allocating funding through the Schools' Block. This consultation fulfils this statutory requirement.

- 2.2 In 2020-21 Slough moved 85% of the way towards using all of the National Funding Formula (NFF) factor rates, excluding mobility and lump sum
- 2.3 This consultation will explore the options of either continuing to utilise 85% of the NFF factor rates or moving to fully utilising all of the NFF factor rates except mobility. The 5-16 working group considered the mobility factor and the schools it targets and agreed that as in previous years the funding did not accurately target the schools in need and would be better distributed as part of the overall schools block funding. Therefore when considering the funding models the mobility factor was not utilised as part of the NFF allocations.
- 2.4 Local authorities, with the agreement of schools forum are permitted to transfer a maximum of 0.5% of the schools block to another block within the DSG. For the financial year 2021-22 this percentage is effectively reduced to 0.48% to allow for the element for teachers pay and pensions grants to remain within the schools block. These grants have been merged into the DSG for 2021-22 and will no longer be funded as separate grants.
- 2.5 As allowed for in the regulations additional funding can be requested to support the Admissions service. As part of this consultation schools are asked to consider a transfer of £100k from the schools block to the Central Schools Services Block, this is the block where admissions service is funded from. The following information is to support the need for this transfer.

Admissions is a statutory service so will service all schools (Including academies).

- Since 2010 there have been 3 new primary schools, 3 new secondary schools and 1 all-through school created in the borough
- The money is needed for the re-organisation of the team to create extra capacity and staffing to support all school admissions
- The reorganisation is intended to have an overall group manager with an Admissions and Access Manager and two team leaders with Admissions and Access Officers below them.
- Slough Council will be subsidising with approximately 160k to create a team more fit for purpose in supporting all schools. So the contribution of schools forum is 39% with the LA contributing 61%.
- The additional staffing will also create additional resource for processing of fair access pupils which impacts all schools. It will also support the monitoring and tracking of vulnerable pupils through the Fair Access Protocol and Managed Move protocol of which all schools are a part.
- Staffing needed to process additional demands for transport pupils within the mainstream and SEND.
- Staffing has remained the same in Slough since at least 2010 despite changes and updates to admissions code and a more complex system
- There has been more complexity in school admissions since the introduction of OAA school admission arrangements.
- Slough has particularly more complex admissions criteria than other LAs with a range of different settings and academies in the town

- Whilst academies, free schools and VA schools are their own admissions authority; and some manage their own in-year admissions, the council still has a responsibility for phase co-ordination and the overall statutory role to get all children into schools..
 - Schools that are their own admissions authority will still benefit from expertise and advice from the service. (HOW? By tracking all children to ensure that no children fall through the crack..
 - A new admissions code is in consultation phase and requires more close working between the LA and all schools.
 - The DSG criteria for asking for additional funds is in place in particular for the admission service as this is recognised nationally as an area where LAs need funds to support their schools.
 - Supporting and monitoring trends in allocations of school places which impact the projections for place planning across the LA (the projections are part of statutory submission to the DfE which attract annual capital grant allocations and also part of the discussions with the developers when requesting 106 contributions).
- 2.6 There are three options to consider when answering the block transfer question (Q3) Option 1 is whether schools wish to transfer 0.41 % to the high needs block to help reduce the high needs overspend and support other items within that block and also to transfer 0.07% to the central schools services block to allocate additional funding to the Admissions team (please see details for this transfer in the previous point). Option 2 agree to transfer just 0.07% to the central schools services block for the Admissions team and Option 3 do not agree to any transfers out of the schools block

3. Consultation Process

- 3.1 The consultation is being conducted by email exchange and will open on the **16th November 2020 and close on the 24th November 2020 at Midday.**
- 3.2 Schools are asked to select one preferred option, either stay at 85% of the way to utilising the NFF factor rates or to fully implement the NFF factor rates. Both options exclude mobility. The authority's ability to fully implement the NFF will depend on the settlement the authority receives and the pupils numbers derived from the October 2020 census, therefore if the option to move to a full NFF is agreed and there isn't sufficient funding to do that, the authority will move as close possible to mirroring the NFF within the settlement received.
- 3.3 The outcome of the consultation will be discussed at the Schools' Block Task Group scheduled for the **26th November (TBC)**. The outcome from that meeting will be shared with Schools' Forum on the **9th December (TBC)**. The Schools Forum will then make a recommendation to the Authority on which option to implement for the 2021-22 financial year.

4 Consultation items

- 4.1 The budget allocation is illustrative only, and is unlikely to reflect the exact budget your school will receive. This is for two reasons:
- The modelling has been predicated on the October 2019 census with an element for growth. The final allocation will be predicated on the October 2020 census and the 2021-22 funding settlement.
 - As neither of the above statistics are yet confirmed, your consultation responses should be based on the consideration of the underlying principles of the changes.
- 4.2 Any changes to the way an authority bases the funding formula on can cause turbulence for schools funding. To mitigate these variances as much as possible the funding formula contains a minimum funding guarantee, for 2021-22 the MFG has to be set at a rate between 0.5% and 2%.
- 4.3 The Schools' Block allocation contains a provisional top-slice for the Growth Fund of £750k. This is to support schools which are expanding and have not yet got pupils in every year group.
- 4.4 The outcome of the modelling of the proposed changes can be seen in **Appendix 1** of the consultation.

Consultation Response Form

Please complete the following details about your school	
School Name	
Federation/Academy/Multi Academy/Trust Name	
Full Name	
Position	

Q1 Do you want to fully adopt the NFF formula in 2021-22 or keep at 85% of the way towards a full NFF?

Full NFF

85% NFF

Comments

Q2 Do you want to Transfer 0.48% (£706,245) of schools block funding to other blocks £606,245 to HNB and £100,000 to CSSB (Admissions), just 0.07% (£100k) to the CSSB or make no transfers at all.

0.48% HNB and
CSSB

0.07% CSSB Only

No Transfer

Comments

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SLOUGH SCHOOLS' FORUM
9 December 2020

Directorate of Children, Learning and Skills

Slough School Admissions and Transport Service

1 PURPOSE OF REPORT

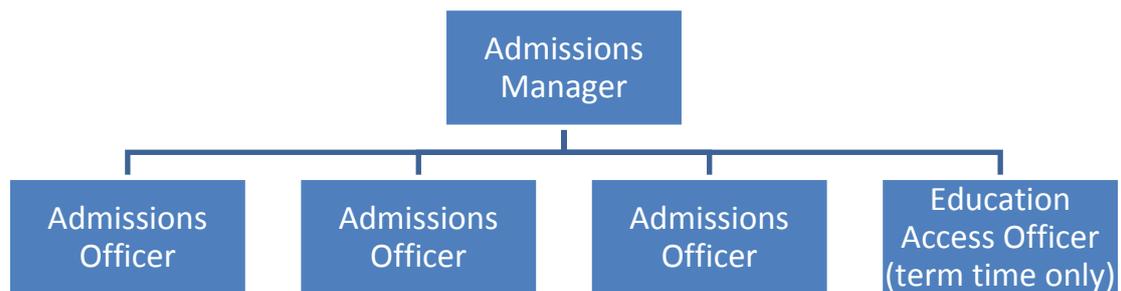
This report outlines the request for additional funds to reorganise the Slough school admissions team to make it more efficient, skilful and beneficial to all Slough schools and to better serve the families and children of Slough.

2 RECOMMENDATIONS

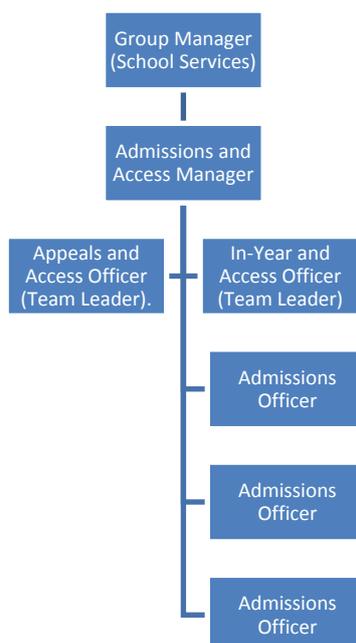
To transfer £100,000 from Schools Block (SB) to Central Schools Services Block (CSSB) in order to fund an additional post of team leader in the Slough admissions team and support the upgrading of the education access officer to a team leader as well as other duties.

It will support the reorganisation of the team for the benefits described above.

The team will reorganise from its current structure:



To the following structure:



3 REASONS FOR RECOMMENDATION

The Slough Admissions Team needs updating and refreshing for the following reasons:

- It's a statutory service so will service all schools (including academies).
- Since 2010 there have been 3 new primary schools, 3 new secondary schools and 1 all-through school created in the borough
- The money is needed for the re-organisation of the team to create extra capacity and staffing to support all school admissions
- The reorganisation is intended to have an overall group manager with an Admissions and Access Manager and two team leaders with Admissions and Access Officers below them.
- Slough Council will be subsidising with approximately 160k (which includes a group manager and other support posts not included in diagram above) to create a team more fit for purpose in supporting all schools. So the contribution of schools forum is 39% with the LA contributing 61%.
- The additional staffing will also create additional resource for processing of fair access pupils which impacts all schools. It will also support the monitoring and tracking of vulnerable pupils through the Fair Access Protocol and Managed Move protocol of which all schools are a part.
- Staffing needed to process additional demands for transport pupils within the mainstream and SEND.
- Staffing has remained the same in Slough since at least 2010 despite changes and updates to admissions code and a more complex system
- There has been more complexity in school admissions since the introduction of OAA school admission arrangements.

- Slough has particularly more complex admissions criteria than other LAs with a range of different settings and academies in the town
- Whilst academies, free schools and VA schools are their own admissions authority; and some manage their own in-year admissions, the council still has a responsibility for phase co-ordination and the overall statutory role to get all children into schools..
- Schools that are their own admissions authority will still benefit from expertise and advice from the service.
Tracking all children to ensure that no children fall through the cracks.
- A new admissions code is in consultation phase and requires more close working between the LA and all schools.
- The DSG criteria for asking for additional funds is in place in particular for the admission service as this is recognised nationally as an area where LAs need funds to support their schools.
- Supporting and monitoring trends in allocations of school places which impact the projections for place planning across the LA (the projections are part of statutory submission to the DfE which attract annual capital grant allocations and also part of the discussions with the developers when requesting 106 contributions).

4 REPORT

Covered above

5 ALTERNATIVE OPTIONS CONSIDERED

The staffing is needed to cope with the changes described.

The alternative is to remain the same in its current form but the team will struggle to cope and schools will have an inferior statutory service

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Monitoring Officer

- 7 The relevant legal provisions are contained within the main body of this report. IF APPLICABLE

Section 151 Officer – Strategic Director of Resources

- 8 The financial implications of the report are outlined in the supporting information. IF APPLICABLE

9 CONSULTATION

Contacts for further information

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SLOUGH SCHOOLS' FORUM
9th December 2020

Directorate of Children, Learning and Skills

CSSB Budget Setting for 2021-22

1 PURPOSE OF REPORT

- 1.1 To advise the Forum about the services funded from the Central Schools Services Block (CSSB) in 2021-22 and the approvals required by the Forum.
- 1.2 To advise Forum of the DfE published indicative figures for the authority's CSSB allocation.

2 RECOMMENDATIONS

- 2.1 That Schools' Forum **agree** a provisional budget transfer of £273,721 from the High Needs Block into the CSSB, should the final allocation for the CSSB prove insufficient to meet the commitments.
- 2.2 That Schools' Forum **agree** a provisional transfer of £100,000 from the schools block for the Admissions service, dependant on the decision following the schools consultation on the 2021-22 funding formula.
- 2.3 That Forum **agree** the following budget allocations within the CSSB as outlined below: (more detail can be found further down the report)
- Admissions
 - Servicing of Schools Forum
 - Education Welfare (Former ESG)
 - Asset management (Former ESG)
 - Statutory & Regulatory (Former ESG)
 - Contribution to combined budgets: LA Safeguarding Children's Board
 - Copyright Licence fee (this is a compulsory element)

3 REASONS FOR RECOMMENDATION

- 3.1 Schools' Forum agreed to move £276,370 in 2018-19, £255,000 in 2019-20 and £250,173 in 2020-21 from the High Needs Block (HNB) to the CSSB to reallocate funds incorrectly baselined from 2017-18. The agreement by Schools' Forum last year was for one year only and therefore the CSSB will start the new financial year with the same imbalance to the base budget.

4 BACKGROUND

- 4.1 In 2018-19 the CSSB was introduced as the fourth block of the Dedicated Schools Grant (DSG). The CSSB provides funding for Local Authorities to carry out central functions on behalf of pupils in state-funded maintained schools and academies. The block is comprised of two elements; historical commitments which are allocated based on the baselining exercise performed by the DfE in 2017-18 and ongoing responsibilities which are based on pupil-led formula linked to the baselining exercise.
- 4.2 In 2020-21 the DfE began the annual process of reducing the historical items within the CSSB by 20%. The authority has therefore seen a reduction of 20% from the allocation in 2020-21 for the historical items within the CSSB. As Slough has already reduced its historical items by more than 20% by moving the budget for the Virtual school within the Statutory and Regulatory element of ongoing items, the allocation for historical items will not show a direct reduction until the budget and allocation align. There is however, an ongoing imbalance in the overall CSSB budget due to the baselining exercise mentioned earlier in the report.
- 4.3 The provisional settlement of the CSSB for 2021-22 is £691,169 against commitments of £914,970, (or £1,014,970 depending on the agreement of additional funding for Admissions), leaving a shortfall of £223,801 (or 323,801 with the additionality of the admissions budget should it be agreed).

5 CSSB BUDGETS 2021-22

- 5.1 **Admissions - £178,100 (or £278,100 dependent on a transfer from the SB)**
The school admissions budget funds the School Admissions Team. The team is responsible for the Local Authority's school admission processes. This includes co-ordination of the reception and secondary transfer admissions processes. This involves providing all residents who wish to apply with information about the process and an application form, processing all applications received and ensuring all applicants have one offer of a school place on national offer day. The team also co-ordinate in year primary and secondary admissions. Parents moving into Slough are provided with an application form and are offered a school place as soon as possible, usually within 4 weeks. The team deals with around 6000 applications annually.
- 5.2 **Servicing of Schools Forum - £53,055**
The budget for servicing the Schools Forum represents the costs incurred in providing this statutory duty. The LA is required to co-ordinate at least four Schools' Forum meetings per year. This budget contributes to the running costs of Schools' Forums including any agreed and reasonable expenses for members attending meetings, the costs of producing and distributing papers, costs of room hire and refreshments and for clerking of meetings.

5.3 **LA Children's Safeguarding Board - £30,000**

Contributions to the Safeguarding function adds value to the work of the Slough Children's Safeguarding Board (SCSB) and support all schools and academies in their vital work to keep children and young people safe and achieve compliance with Ofsted requirements.

5.4 **Copyright Licences - £137,925 (2021-22 charge not yet known)**

This is negotiated centrally for all authorities; schools cannot opt out for these licences;

- Copyright Licensing Agency (CLA)
- Schools Printed Music Licence (SPML)
- Newspaper Licensing Authority (NLA)
- Education Recording Authority (ERA)
- Public Video Streaming Licence (PVSL)
- Motion Picture Licensing Company (MPLC)
- Phonographic Performance Limited (PPL)
- Performing Rights Society (PRS)
- Mechanical Copyright Protection Society (MCPS)
- Christian Copyright Licensing International (CCLI)

5.5 **Education Welfare (ESG) - £144,672**

The statutory Education Welfare functions include the promotion of good attendance for all children and young people, enforcement duties on behalf of schools and Academies for non- attendance and the licensing processes for the employment and engagement in entertainment activities by children and young people. In Slough the Attendance Team are responsible for these activities except licensing which is the responsibility of the Admissions & Transport Team. It also includes monitoring of attendance and the early intervention in cases of absence giving cause for concern in schools and academies. The Attendance Team also has an essential role in safeguarding and family support. The team are also involved in work linked to the Multiagency safeguarding Hub.

5.6 **Asset Management (ESG) - £12,818**

Contribution to the services related to school buildings including those leased to academies. Examples include the schools building condition survey, PFI negotiations and the asset management plan.

5.7 **Statutory and Regulatory (ESG) - £358,400 of which £100,000 is for the Virtual School**

Contributions to the statutory posts of DCS and the Head of the Virtual School for children in care, audit, revenue budget preparation, SACRE and the provision of information to Ofsted, DfE and other government bodies as required. Business support for education functions and systems for strategic information returns such as the school census are funded from this contribution. Please see the link below for further details of what this service and others may cover. Schools Funding Operational Guide 2021-22 page 67

<https://www.gov.uk/government/publications/pre-16-schools-funding-local-authority-guidance-for-2021-to-2022>

Virtual School

Contributions to the operation of the Virtual School have developed the range of the service to create better outcomes for children looked after by Slough.

To build the system we have funded training through a large conference, training our new designated teachers and running the Designated Teacher meetings. The knowledge of attachment needs through early life trauma for example is now much better understood in the Slough education system. If you get it right for children looked after it has a positive impact from other vulnerable groups. This may even support children not to come into care. It will also improve the OFSTED judgements on Slough schools in respect to vulnerable children. The funding is also used to widen and deepen the range of services offered by the Virtual School, where support is available for under 5s, post 16, those in FE and HE. We also have capacity to support schools and carers with SGOs and adopters. We are forging links with Heathrow and developing apprenticeships.

- 5.8 The details of the provisional settlement of the CSSB can be found in **Appendix 1** of this report. The appendix has two tables showing the scenarios with and without the transfer of funding from the schools block to the CSSB.
- 5.9 The majority of the commitments remain the same as in 2020-21. The commitment for the Copyright licenses is based on 2020-21 but will change depending on what the DfE set for the charge for 2021-22 and the commitment for Admissions may change depending on the outcome of the request for an increase to the budget which will be considered as a separate agenda item.

6 ALTERNATIVE OPTIONS CONSIDERED

- 6.1 N/A

7 SUPPORTING INFORMATION

- 7.1 Not applicable

8 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

8.1 Monitoring Officer

The relevant legal provisions are contained within the main body of this report.

8.2 Section 151 Officer – Strategic Director of Finance and Resources

The financial implications of the report are outlined in the supporting information.

8.3 Access Implications

There are no access implications.

9 CONSULTATION

9.1 N/A

Contact for further information

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Appendix 1

CSSB 2021-22

Excluding any transfers from other blocks

With 20% reduction of funding for historic costs.					
Area	Service	Budget	DSG Allocation	Variance	Contribution to balance CSSB
Contribution to combined Budgets	LA Safeguarding Childrens Board	30,000	49,920		
Sub Total - Historical Commitment		30,000		-19,920	
Servicing of Schools Forum		53,055			
Admissions		178,100			
Copyright Licences		137,925			
Education Welfare (Former ESG)		144,672			
Asset Management (Former ESG)		12,818			
Statutory Regulatory (Former ESG)		358,400			
Sub Total - Ongoing Commitment		884,970	641,249	243,721	223,801
Grand Total		914,970	691,169	223,801	223,801

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With Admissions Transfer from SB

With 20% reduction of funding for historic costs.					
Area	Service	Budget	DSG Allocation	Variance	Contribution to balance CSSB
Contribution to combined Budgets	LA Safeguarding Childrens Board	30,000	49,920		
Sub Total - Historical Commitment		30,000		-19,920	
Servicing of Schools Forum		53,055			
Admissions		278,100			100,000
Copyright Licences		137,925			
Education Welfare (Former ESG)		144,672			

Asset Management (Former ESG)	12,818			
Statutory Regulatory (Former ESG)	358,400			
Sub Total - Ongoing Commitment	984,970	641,249	343,721	223,801
Grand Total	1,014,970	691,169	323,801	323,801

SLOUGH SCHOOLS' FORUM
9th December 2020

Directorate of Children Learning and Skills

The Scheme for Financing Schools

1 PURPOSE OF REPORT

- 1.1 To inform Schools Forum of the revisions made by the Secretary of State for Education instructing an amendment to all authority schemes, effective as of April 2020. There are no directive provisions from the Secretary of State for Education in this iteration.
- 1.2 To advise Forum on the consultation outcome to the proposed changes which ran from the 5th to the 16th October 2020. The revised Scheme for Financing Schools will be published on the Slough website. Please note that the scheme applies only to maintained schools. The ESFA is charged with providing financial operational support to academies).

2 RECOMMENDATIONS

- 2.1 **Notes** the outcome of the consultation
Notes the amendments implemented by the DfE.

3 BACKGROUND

- 3.1 Local Authorities are required to publish Schemes for Financing Schools setting out the financial relationship between both the authority and on the schools they maintain.
- 3.2 In making any changes to their schemes, local authorities must consult all schools in their area and receive the approval of the members of their Schools Forum representing maintained schools. Local authorities must take this guidance into account when they revise their schemes, in consultation with the Schools Forum.
- 3.3 This guidance relates to the following legislation
- Section 48 of the School Standards and Framework Act 1998, and Schedule 14 to the Act
 - Schools and Early Years Finance (England) Regulations 2020.

4 Publication of the Scheme

- 4.1 The Scheme must be published on the Slough Borough Council website once the changes have been approved.

5 CONSULTATION

- 5.1 All 17 of the LA's maintained schools were consulted on the proposed changes to this year's Scheme. The return rate of the consultation was 8 of 17 (47%).
- 5.2 Of the responses received, all agreed/noted the proposals to be implemented, the comments that were made have been included in Appendix 1 to this report.

6 ALTERNATIVE OPTIONS CONSIDERED

- 6.1 No alternative options were considered.

7 SUPPORTING INFORMATION

- 7.1 Not applicable

8 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

- 8.1 Monitoring Officer
The relevant legal provisions are contained within the main body of this report.
- 8.2 Section 151 Officer – Strategic Director of Resources
The financial implications of the report are outlined in the supporting information.
- 8.3 Access Implications
There are no access implications.

9 CONSULTATION

All maintained schools were consulted on the changes to the scheme for financing schools. The consultation concluded on the 16th October 2020

Contact for further information

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Group Accountant – Children and Schools

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Appendix 1: Scheme Consultation Responses

DfE changes to be locally adopted.

Q 1		
Addition to the scheme	2.3.6 Submission of Financial Forecasts	Comment
	<p>Replace: Schools MUST shall provide the authority with a financial forecast covering each year of a 3 year budget plan annually by 31 May</p>	<p>In principal yes but in a small school environment things can change greatly from one year to the next and by the third year it could look very different from the previous two years</p> <p>Good practice so we agree.</p> <p>Until the outcome of the spending review, Maintained Nursery Schools are not able to provide an accurate 3yr forecast. Supplementary funding for Nursery schools is only in place until end of the school year 2021.</p> <p>Some understanding/flexibility here as we wait confirmation for the long term solution for funding of maintained nursery schools (MNS). Currently MNS receive supplementary funding which has been extended to end of summer term 2021. Nothing has been confirmed beyond that date. Without a continuation of supplementary funding or a permanent solution to MNS funding then financial pressures to maintain a balanced budget remain high In this context any MNS would welcome support to provide accurate three year budget plan.</p> <p>We agree in principle to this however we have difficulty doing this accurately as the long term picture for supplementary funding for Nursery schools is currently unclear and we are awaiting the outcome of the spending review. Until we know the outcome of this review it is impossible to produce an accurate budget plan for longer than a year.</p>

Q 2		
Removal from the scheme	4.6 Planning for deficit budgets	Comment
	<p>Deleted: The governing body cannot plan for a deficit budget</p>	<p>Good practice especially in current financial climate. Agreed</p>

Q 3		
Addition to the scheme	4.6 Planning for deficit budgets	Comment
<p>Added: Schools must submit a recovery plan to the local authority when their revenue deficit rises above 5% at 31 March of any year. Local authorities may set a lower threshold than 5% for the submission of a recovery plan if they wish. The 5% deficit threshold will apply when deficits are measured as at 31 March 2021.</p>		<p>The LA should work with any Nursery School in need, to produce a balanced budget.</p> <p>MNS would welcome support from the local authority to provide assistance and work with the school to produce a recovery plan</p>

Q 4	10: INSURANCE	
Addition to the scheme	10.1 Insurance cover	Comment
<p>Added: As from 1st April 2020, schools may join the Secretary of State's Risk Protection Arrangement (RPA). They may do this individually when any insurance contract of which they are a part expires. Primary and/or secondary maintained schools may join the RPA collectively by agreeing through Schools Forum to de-delegate funding</p>		<p>The school will be interested in joining the RPA collectively if this is available through the LA.</p> <p>Joined May 2020</p> <p>Noted. Provides alternative option.</p>

Additional Comment

Every year Maintained Nursery Schools face the unknown with actual numbers of children and claw back. The percentages of 30hr and 15hr children changes yearly and sometimes within the year.

SLOUGH SCHOOLS' FORUM
9th December 2020

Directorate of Children, Learning and Skills

High Needs Block Centrally Retained Budget 2020-21
(Line-by-line information)

1) PURPOSE OF REPORT

This report outlines the use of centrally retained budget within the High Needs Block during the 2020/21 financial year.

This report also provides School Forum members with a description set against each budget line, and the current projected expenditure per budget for the current financial year.

2) RECOMMENDATIONS

That Schools Forum members note this report.

3) REASONS FOR RECOMMENDATION

Schools Forum are to be given clarity on the Centrally Retained budgets in use during 2020/21 financial year. This paper gives clarity to the budgets agreed, as well as the current projected expenditure. This information shall be used to support future work on 2021-22 CRB proposals.

4) SUPPORTING INFORMATION

The table below details the apportioned budget and current use of the centrally retained budget for 2020/21.

Centrally Retained Budgets and Expenditure 2020/21

Cost Centre	Actual - 19.20	Budget 20.21	Forecast spend- 20.21	Variance	Project Description- 20/21
SEND Financial Support	51,661	105,000	105,000	0	SEND Category Manager to support SEND - High Needs Block Funding
SEN - Assessment Capacity	182,000	217,000	217,000	0	Contribution to support the work of the SEND team with EHC Needs Assessments-
Early Years Inclusion	70,261	70,000	70,000	0	Funding for Advisory Teachers to cover Early Years private, voluntary and independent (PVI) sectors in identification, assessment, intervention, prevention support and advice.
Hard to Place Pupils	184,604	170,000	150,000	-20,000	This is funding allocated to schools to support entry into school of those hard to place. This is a very useful arrangement to secure placements which are sustainable. They are mainly secondary placements and funding is allocated according to the Fair Access Protocol.
Exclusions and Access to Education	37,135	31,700	24,000	-7,700	This funding is for the School Access Officer who arranges education for hard to place and excluded pupils. The School Access Officer works with schools to ensure pupils remain in school and acts as a broker to re-engage pupils or facilitate managed moves between schools. The Officer is employed by Haybrook College under an SLA with the LA.
Home Education	44,000	42,600	56,001	13,401	This is to ensure that home educated pupils receive an annual visit to monitor the quality of education being provided. A report is produced following each visit. The visits and reports are arranged by Littledown school under an SLA with the LA. The LA receives the reports and decides on the next steps.
0-5 SEN Transport	46,300	46,300	46,300	0	This is to provide transport for pupils under five who are eligible for transport following a successful appeal.
Vulnerable Children Management Incl.	30,000	30,000	30,000	0	This funding is to support vulnerable groups via the Attendance Service. This is in addition to the service's enforcement role, issuing penalty notices and taking legal action for non-attendance. Groups supported include teenage parents, gypsies, travellers, Roma pupils and young people with medical needs.

Autism Outreach Team	113,796	135,000	115,000	-20,000	This supports one Senior Educational Psychologist and 1.9FTE ASD Teacher Advisors and 0.8fte Early Bird Outreach Worker. The team supports CYP aged 0-25 years who have a medical diagnosis of Autism, as well as CYP with identified social communication difficulties. All requests for Autism Outreach support are made via a Request for Involvement form directly to the Senior EP. Members of the Autism Outreach team deliver advisory and support services
EY SEN advisory Teachers/support Workers EY settings	118,100	118,100	118,100	0	This funding is for support, advice and training through the early years advisory service for children with learning difficulties and disabilities. These team members are engaged with assessment provision and also do home visiting.
EY SEN advisory Teachers/support Workers in Children's Centres	63,000	63,000	63,000	0	This funding is to provide support for children with learning difficulties and disabilities through the Children's Centres provision, including family support.
SENCO Network	95,849	65,000	67,000	2,000	Support, advice and training for schools through advisory teachers.(This area of work is undergoing a period of transition from direct assessment and support for pupils in schools to a model which places greater emphasis on a strategic approach to SEND in schools. This will result in a reduction in the assessment of pupils and direct support, alongside an increase in strategic work around: identification, assessment, (early) intervention; advice; preventative work; professional development and training; systemic work: considering the profile, organisation and structure of SEND within the school; schools fulfilling statutory requirements around SEND, accessibility and equality issues; the place and status of SEND within the Senior Leadership Team; Budget commitment to the developing SENCO network
SEND Teacher Advisor	52,275	60,000	47,896	-12,104	The SEND Teacher is 0.8fte, and is line managed by a Senior EP. All requests for SEND Teacher Advisor support are made via a Request for Involvement form directly to the Senior EP. The SEND Teacher Advisor supports schools with Carrying out assessments, and offering advice and guidance, for cyp presenting with Specific Learning Difficulties (SpLD: Dyslexia), Learning Difficulties and Down Syndrome.

Sensory Impairment	453,287	470,000	470,000	0	Services to support pupils within schools with sensory needs (HI, VI). This is a Joint Arrangement across all Berkshire authorities.
SALT	289,492	300,000	300,000	0	Services to support pupils within schools with sensory needs (SALT)- BHFT agreement 3 yrs.
Education Resource Services (Formerly LACES)	277,353	206,700	370,700	164,000	Provides direct educational support for Children looked after
Primary Provision Behaviour	164,280	164,300	164,300	0	SEBDOS Service supporting delivered by Littledown school, for pupils with EHCPs-
Post 16 Advisor	0	40,000	10,000	-30,000	Funding is to provide support and guidance for Preparing for Adulthood within schools and NEET SEND community work 19-25
Early Intervention	0	67,690	67,690	0	This funding supports work on DSG management and cost saving initiatives to improve the effective and efficient use of the DSG.
	2,273,394	2,402,390	2,491,987	89,597	

5 ALTERNATIVE OPTIONS CONSIDERED

Not applicable.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Monitoring Officer

The relevant legal provisions are contained within the main body of this report.

Section 151 Officer – Strategic Director of Resources

The financial implications of the report are outlined in the supporting information.

Access Implications

There are no access implications.

7 CONSULTATION

Not applicable

Contact for further information

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SEN Strategic Advisor

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SLOUGH SCHOOLS' FORUM
9th December 2020

Directorate of Children, Learning and Skills

High Needs/SEND Review Update 2020/21

1) PURPOSE OF REPORT

- i) To provide forum with an update on DSG Management Plan (formerly Recovery Plan)

2) RECOMMENDATIONS

- i) That forum notes the work underway and the reporting timetable.

3) DSG Management Plan (formerly Recovery Plan)

a) Governance

The development of the DSG Management Plan has been presented at regular monthly High Needs Working Group meetings.

b) Financial Planning

Preparation work is ongoing by the Local Authority to ensure accurate financial reporting for 2020-21 is reflected within the DSG Management Plan. Once this is completed, the Management Plan Version 1 will be presented to Schools Forum in January 2021, to support HNB budget proposals for 2021-22.

c) Current Activities

The following areas of work are currently underway, that will be fed into the DSG Management Plan once each is completed:

- i) *Resource Base Review* – a resource base review was initiated in October, focussed on ensuring the bases match current SEND pressures within Slough, and are accurately aligned to meet forecasted future demand. All resource bases are being met by the review team, and are expected to be concluded before the end of the current term. Resource base site visits have been impacted by covid-secure requirements at each base, and therefore are expected to be concluded within January 2021. Final reports for the review should be expected following site visit completion.
- ii) *Internal Financial Reporting* - review of current internal financial reporting mechanisms are being tested for accuracy of management information. New reporting and monitoring operations are being designed in order to ensure efficient and accurate reporting procedures are followed from 2021-22 onward.

- iii) *SEND Panel Review* – a review into the operation and governance of the Authority’s SEND Panel is underway. The review shall ensure that robust decision making procedures are in place and equally and consistently applied to all cases considered by the panel. The review is also including the review of the current Banding Matrix used to determine EHCP funding, and how the matrix is applied during the panel process.

- iv) *Education Initiatives* – work is underway to identify opportunities for new initiatives that can be implemented to improve outcomes of pupils whilst also expecting a reduction in identified financial pressures on the HNB.

Mark McCurrie
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30th November 2020
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SLOUGH SCHOOLS' FORUM
9th December 2020

Directorate of Children, Learning and Skills

Banding Quarterly Report Update

1) PURPOSE OF REPORT

To provide forum with an update on Top Up Banding Matrix

2) RECOMMENDATIONS

That forum notes the work underway to review the new banding matrix alongside the SEN Panel review work being undertaken.

3) Financial Trends

Average EHCP Value Per Setting Type	19-20 Q3 Dec '19	19-20 Q4 Mar '20	20-21 Q1 Jun '20	20-21 Q2 Sep '20	Av. Change
Mainstream	6,353	6,537	6,665	7,251	14%
Resource	10,024	10,024	10,128	10,305	3%
Special	19,731	19,723	19,457	19,244	-2%

Financial data analysis has been undertaken, identifying the average EHCP financial value using the banding matrix within each education setting type.

Mainstream EHCP financial value has seen an average increase of 14% over the past 12 months, rising each quarter. Initial indications are that the new banding matrix is allowing for more precise grading of needs linked to financial bandings generated by the new matrix scoring system. Further analysis of cost drivers behind this increase shall be done as part of the SEN Panel review.

Pupils placed within resource bases have seen a marginal increase in the financial value of EHCPs over the past 12 months, increasing on average by 3%.

The financial value of EHCPs within special schools with Slough has seen a marginal reduction of 2% on average over the past 12 months.

4) Future Work

- a) The banding matrix will continue to be scrutinised for any further improvements and refinement. This shall be done as part of the ongoing SEND Panel review.
- b) Banding matrix data shall be utilised by the School Initiatives Working Group, to identify potential trends in unmet need that could be supported by new early intervention initiatives. Any new initiative concepts shall be reported to Schools Forum, and be incorporated within the DSG Deficit Management Plan.

- c) Further financial analysis on the impact of the new banding matrix shall be included within the future forecasting of expenditure reported within the DSG Deficit Management Plan for Slough.

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25th November 2020
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**Slough Schools' Forum: 2020/21
Proposed Forward Agenda Plan**

Meeting 3 – Tuesday 19 January 2021

No.	Description	Lead
1	Update on National/Local Funding issues	Susan Woodland
2	Schools Block Budget - Final Authority Proforma Tool (APT) and timeline for 2021/22	Susan Woodland
3	DSG Budget monitoring report (all blocks)	Susan Woodland
4	High Needs and SEN budget monitoring report including QA report and High Needs Place Change Notification	
5	Central Schools Services Block budget 2021/22: Approvals	
6	Growth fund 2021/22 allocations and issues	Tony Madden
7	Early Years Block 2021/22	Michael Jarrett
8	High Needs Block Deficit Strategy	Mark McCurrie
9	DSG Management Report update	Mark McCurrie
10	Update from Task Groups: 5-16, HNB and Early Years	
11	Academies Update	
12	2020/21 Forward Agenda Plan/Key Decisions Log	

Meeting 4 – Wednesday 10 March 2021

No.	Description	Lead
1	Update on National/Local Funding issues	Susan Woodland
2	Confirmation of Schools budgets 2021/22	Susan Woodland
3	High Needs Places and Update on HNB 2021/22	
4	Update on Centrally Retained Items: all blocks 2021/22	
5	High Needs Block Deficit Strategy	Mark McCurrie
6	DSG Management Report update	Mark McCurrie
7	SEND Quarterly Update	Mark McCurrie
8	Update from Task Groups: 5-16, HNB and Early Years	
9	Academies Update	
10	2020/21 Forward Agenda Plan/Key Decisions Log	

Meeting 5 – Thursday 13 May 2021

No.	Description	Lead
1	Update on National/Local Funding issues	Susan Woodland
2	High Needs Block Deficit Strategy	Mark McCurrie
3	DSG Management Report update	Mark McCurrie
4	SEND Quarterly Update	Mark McCurrie
5	Update from Task Groups: 5-16, HNB and Early Years	
6	Academies Update	
7	2020/21 Forward Agenda Plan/Key Decisions Log	

Meeting 6 – Tuesday 6 July 2021

No.	Description	Lead
1	Update on National/Local Funding issues	Susan Woodland
2	Update on growth allocations and issues	Tony Madden
3	Annual DSG Report 2020/21 including impact	Susan Woodland
4	Review of the Scheme for Financing Schools 2020/21	Susan Woodland
5	Early Years Update	Michael Jarrett
6	High Needs Block Deficit Strategy	Mark McCurrie
7	DSG Management Report update	Mark McCurrie
8	SEND Quarterly Update	Mark McCurrie
9	Update from Task Groups: 5-16, HNB and Early Years To include annual review of Terms of Reference	
10	Academies Update	
11	2021/22 Forward Agenda Plan/Key Decisions Log	

Schools Forum Key Decisions Log January 2018 ongoing

Issue and Decision	Schools Forum date	Schools Forum agenda item no.	School Forum Minute
Matters Arising			
Peter Collins agreed as member of Schools Forum, representing academy schools.	17/01/18	3	617
2017/18 DSG Monitoring Report			
Schools Forum noted DSG projected overspend of £3.4M across all three blocks – Schools, Early Years and High Needs with projected £4.1m cumulative overspend in High Needs Block.	17/01/18	4	618
Funding Formula Changes 2018/19			
Consultation with schools closed, 41% response, majority in favour of Option 2. £165k additional funding available following transfer into CSSB agreed under agenda item 6; Forum endorsed SB Task Group recommendation to allocate this funding in proportion across the factors in the formula.	17/01/18	5	619
Central Services Schools Block (CSSB)			
Forum approved transfer of £124,000 for licences and £52,000 for historical items to CSSB from Schools Block, to cover partial shortfall in DfE funding. Updated report subsequently posted on SBC website following meeting	17/01/18	6	620
Early Years			
Forum noted EY Task Group recommendations regarding implementation of EYNFF for 2018-19	17/01/18	7	621
Growth Fund 2017-18			
Forum approved approximately £90,000 from 2017/18 underspend to part-fund Grove Academy 'ghost places' places. Forum agreed Growth Fund criteria for 2018/19, with AWPU rates based on 2018-19 formula.	17/01/18	8	622
De-delegation Report			
Maintained school members agreed de-delegation for SEBDOS Behaviour Support Service, subject to revised unit costs, to reflect rates for primary and secondary as agreed in December 2015.	17/01/18	9	623
2017-18 Forward Agenda Plan and Key Decision Log			
Forum agreed appointment of Chair and Vice Chair be held at July 2018 meeting, prior to first meeting in the 2018-19 academic year.	17/01/18	12	626
Confirmation of Indicative Budgets 2018-19			
Schools Forum agreed to transfer funding as follows: £17,325 from HNB to the CSSB £100,045 from HNB to the CSSB for ongoing responsibilities £548,000 from HNB to the SB for PFI	06/03/18	5	632
Early Years Block			
The same level of activity and model for 2018-19 would be required to maintain a similar level of centrally retained spend. In principle, Schools Forum endorsed this and a detailed report would be presented at the next meeting for formal approval.	06/03/18	6	633
PFI Update Report			
The Schools Block contribution was confirmed as £297,000 for one academic year only, 2018-19 and would be reviewed for 2019-20 A table would be produced to show where contributions had been made to the sum of £297,000.	06/03/18	8	634
High Needs Block Budget 2018-19			
Members approved the centrally retained element for 2018-19 of £2.3m, which was a slight decrease on 2017-18.	06/03/18	9	635
Membership			
Kathy Perry from Mighty Acorns Nursery, was welcomed as the new PVI representative member. The Chair thanked Helen Huntley (who was retiring at the end of the Summer Term) for her valuable contributions as both a member of Schools Forum and as a champion of children and young people with special needs.	05/07/18	1	640
	05/07/18	1 & 11	640/652
Annual DSG Report 2017-18			
Schools Forum noted the comprehensive DSG annual report and requested this appear as an annual item on agendas	05/07/18	7	646

Schools Forum Key Decisions Log January 2018 ongoing

Review of the Scheme for Financing Schools 2017-18			
Schools Forum noted the consultation but requested that details of any licensed deficit scheme be circulated to Schools Forum prior to consultation	05/07/18	8	647
Early Years Centrally Retained 2018-19			
The details of the centrally retained Early Years funding for 2018-19 set out in the report were noted and lines of expenditure approved	05/07/18	9	648
Update from Task Groups			
Draft Terms of Reference for all three Task Groups were approved by Schools Forum	05/07/18	10	649
Election of Chair and Vice Chair			
The current Chair of Schools Forum would stand down at the end of the academic year: John Constable was proposed and duly elected to Chair of Schools Forum with effect from 1 September 2018, for a term of two years.	05/07/18	11	652
Schools Forum Membership/appointment of Vice Chair			
Noted that three members' terms of office due to finish 30 November 2018 and one further member had resigned.			
Forum agreed re-appointment of Jo Matthews as Special School/PRU Headteacher representative for a further year.			
Nominations to be sought from academy proprietors for the other three roles.			
One nomination for the role of Vice Chair and Nicky Willis, Executive Principal of Cippenham Primary School duly appointed for a two-year term.	10/10/18	4	656
Update from Task Groups: 5-16, HNB and Early Years			
Following 5-16 Task Group meeting, consultation to run with local schools from 15 October - 5 November 2018 regarding two options to move towards NFF (National Funding Formula of either 50% or 75%. Comments from schools to be invited. Task Group to meet again on 13th November following outcome of consultation.	10/10/18	9	658
Consultation results on the Scheme for Financing Schools and Licensed Deficit Scheme			
LA to write into the Scheme that maintained schools will be involved in discussions.			
Schools Forum approved the Scheme for Financing Schools.	10/10/18	6	659
Schools Forum Membership			
Following due process, Jon Reekie, governor at Phoenix Infant Academy reappointed, Susan Marsh, Headteacher Colnbrook Primary School and Ray Hinds, Baylis Court appointed, all for terms of two years. Eddie Neighbour, Upton Court Grammar School agreed to continue as an observer.	04/12/18	5	668
Growth Fund 2019/20			
DSG top slice for 2019/20 of £900,000 was requested. SBC was also asked to underwrite Year 7 places at Grove Academy: Schools Forum agreed to fund £90,000 for 2018/19, and to continue the underwriting into 2019/20 as the third and final year with a maximum of £60,000 or 50% of the cost, whichever was the lower.			
Schools Forum also agreed the criteria for accessing Growth Fund in 2019/20 as proposed. With all these commitments taken into account, SF agreed a reduced DSG top slice of £800,000, leaving an estimated carry forward of £130,000 at the end of 2019/20. Falling rolls were thought likely to really impact in the year 2021/22 and it was suggested a supporting paper be presented to Schools Forum in the summer 2019.	04/12/18	8	671
DSG Budget 2019/20			
A request was made to Schools Forum to approve re-allocation of funds to the correct blocks in order to correct DfE baseline errors.			
Schools Forum agreed to transfer £264,566 from High Needs Block to CSSB, £500,000 from High Needs Block to Schools Block, to re-allocate Virtual School funding of £100,000 from Historical commitment to Ongoing commitment within the CSSB, a move from 50% to 65% NFF in 2019/20 formula (following inconclusive consultation outcome). Schools Forum rejected SBC's proposal to transfer 0.5% (approximately £650,000) from 5-16 Schools Block to High Needs Block, based on the outcome of the consultation with schools.	04/12/18	9	672
Banding (High Needs top-up funding) Working Group update			
New Banding model to continue to be tested, with workshops and training sessions to be made available during the Spring term 2019.	04/12/18	10	673
Minutes of Previous Meeting			
Jo Matthews had stood down as Special School/PRU Representative but would continue as an Observer. The 3 special/PRU academies had confirmed that Neil Sykes would become Academy Special School member and Jamie Rockman Academy PRU member, both for 2 year terms of office w/e/f date of S/F meeting	16/01/19	4	681
S/F acknowledged the projected DSG outturn and approved the overall deficit should be carried forward into 2019-20	16/01/19	4	681
De-delegated funding for behaviour support services			
3 out of 4 S/F members representing maintained schools had voted against the de-delegation of funding from maintained school budgets for inclusion in the Schools Block APT	16/01/19	7	684
Early Years Centrally Retained Funds 2019/20			
Schools Forum members noted and agreed the use of Centrally Retained Funds 2019/20 for the Early Years block.	16/01/19	8	687
High Needs Block - Deficit Reduction Strategy			
The ESFA had requested that LAs inform them how deficits, particularly in High Needs, were being addressed. The LA had responded that it was doing all it could to address the issue and this work was ongoing. There was evidence of underfunding whilst demand was increasing. The link between High Needs and PFI was			

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acknowledged and would be taken into account to reduce the deficit. A supporting paper would be presented to S/F for their March 2019 meeting.	16/01/19	10	685
High Needs Block – Centrally Retained Budget 2018/19			
New commissioned Speech & Language service commissioned to be available from Friday 1 February. Communication to be made re. launch.	16/01/19	11	686
Any Other Business			
Chair of S/F to write to the Education Secretary, on behalf of members, regarding the proposal to withdraw supplementary funding for maintained nursery schools.	16/01/19	15	692
Minutes of Previous Meeting			
S/F meeting scheduled for Wednesday 15 May cancelled.	05/03/19	3	695
High Needs Funding - final proposal for banding model			
Consultation was extended by 2 weeks, closing on 1 March. New banding model to be introduced 1 April 2019, agreed feedback be given July and December 2019, and April and July 2020. Some continuing concerns from special schools but work ongoing with Vikram Hansrani. Key monitoring reports to be shared with S/F.			
S/F approved the new banding model and agreed to receive feedback reports at the key stages noted.	05/03/19	6	698
Update on Central School Services Block			
Due to slight increase in copyright costs the amount required for transfer from High Needs to CSSB reduced by approximately £10,000.	05/03/19	8	700
PFI Update			
Noted Council reviewing High Needs Block and possible Section 106 funding.	05/03/19	9	701
Schools Forum membership			
Terms of office of nine members due to finish 31 July 2019. Clerk to arrange nomination process/elections (if appropriate)	05/03/19	12	704
Matters Arising			
Decision made taken by SBC to fund the £184,000 to 3 PFI schools and guarantee to be taken.	04/07/19	3	709
Growth Fund 2018/19			
Forum noted the contents of the Growth Fund 2018/19 outturn report and agreed the underwriting for Grove of £90,000 to £25,000 (2018/19) and maximum from £60,000 to £90,000 (2019/20)	04/07/19	5	711
DSG Budget Deficit Recovery Plan			
Neil Wilcox and Nic Barani to clarify whether historic £184,000 related to PFI contribution for Arbour Vale.	04/07/19	7	713
Review of the Scheme for Financing Schools 2019/20			
LA noted that maintained schools to be consulted on dates of publishing such consultations in future.	04/07/19	8	714
Update from Task Groups			
All Task Groups to meet before November 2019 Schools Forum meeting. A list of respective Task Group members to be drawn up for regular circulation to members.			
Terms of Reference for 5-16, HNB and Early Years Task Groups approved, without change, for academic year 2019/20	04/07/19	9	715
Schools Forum membership			
An email sent to all local schools, inviting nominations for membership	04/07/19	10	716
Any Other Business			
Forum approved the transfer of approximately £54,153 to Local School Improvement Board (LSIF) from Slough Primary Heads' Association (SPHA), being the remainder of £70,000 grant from DSG underspend agreed in 2016 to address issues around Recruitment and Retention.	04/07/19	13	719
Schools Forum Membership			
Following due process, it was confirmed that nine members of Schools Forum had been reappointed for a further two-year term.	01/10/19	4	723
Update on National/Local funding issues			
Schools Forum approved the transfer of £500,000 from HNB to Schools Block, to correct an historical error in the 2017/18 baseline.			
Schools Forum agreed that the consultation to schools should give two options for consideration, 65% and 85% National Funding Formula.	01/10/19	5	724
SEND Banding Update			
Schools Forum noted that Forum was to receive quarterly updates on the new banding model.	01/10/19	9	728
Growth Fund 2020-21			
S/Forum noted primary 'bulge' classes now working through secondary sector. Only two primary schools receiving Growth Fund allocations. S/Forum noted primary 'bulge' classes now working through secondary sector, with continued high pupil movement into and out of Slough. For the past two years S/Forum had agreed to support 50% underwriting for Grove Academy. Members queried Grove moving from 2 form entry to 4 form entry in 2020/21 in light of falling rolls.			
S/Forum approved Growth Fund top slice of £600,000 giving an estimated underspend of £24,000 and underwriting for Grove 2019/20 at £90,000 (previously £60,000) Falling Rolls Fund not considered necessary at this time.	12/11/19	6	738
Proposed Transfer from Schools Block to High Needs Block			

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S/Forum noted the response to the consultation on the proposal to transfer 0.5% from Schools Block to High Needs Block and rejected the application, upholding the outcome of the consultation. LA representatives confirmed they would not apply to the DfE to overturn this decision.	12/11/19	7	739
Schools Block 5-16 Formula Consultation Outcome			
S/Forum noted the outcome to the other element of the consultation and recommended the LA follow the support to finalise budgets based on an 85% move towards the National Funding Formula (NFF). Final APT to be shared with S/Forum at next meeting.	12/11/19	8	740
Scheme for Financing Schools			
S/Forum noted 41% had responded to consultation on minor changes. Scheme only applicable to maintained schools and respective S/F members representing that sector approved the changes to the Scheme 2019/20. LA representatives noted request for changes to be shared earlier, although dependent on DfE	12/11/19	9	741
Update on Membership			
Philip Gregory, representing nursery sector and Peter Collins, representing academy sector reappointed unopposed as members of S/F. Maxine Wood appointed as 16-19 provider representative.	15/01/20	3	748
Final 2020-21 DSG Settlement			
Noted that the PFI premises factor had been allocated within Schools Block and transfer of £500,000 from High Needs in relation to PFI unnecessary. LA to adjust transfer and to be kept under review.	15/01/20	6	751
Schools Block 2020-21 - Final Authority Proforma Tool (APT) and budget timeline			
Final APT to be shared with S/F members electronically.	15/01/20	7	752
Central Schools Services Block 2020-21			
S/F approved the transfer of £250,000 from High Needs to CSSB and agreed the service allocations as detailed at the meeting.	15/01/20	8	753
Early Years Block 2020-21			
S/F agreed the use of centrally retained funds at 5% across the Early Years Block 2020-21.	15/01/20	9	754
2019-20 DSG Budget monitoring (all blocks)			
S/F approved the deficits to be rolled forward into the new financial year.	15/01/20	10	755
High Needs Place Change Notification			
Detailed report on Resource Bases and specialist provision to be shared.	15/01/20	11	756
Meeting scheduled for 03/03/20 cancelled			
Meeting scheduled for 23/04/20 cancelled			
Meeting scheduled for 13/05/20 cancelled			
Annual DSG Report			
Concern expressed about Nursery funding. Piece of investigative work to be carried out on those schools holding excessively large amounts of money.			
Schools Forum noted overall deficit on 2019/20 DSG which would be reversible on 2020/21 DSG.	14/07/20	7	768
High Needs/SEND Review Update 2020/21			
SBC Officers had met with ESFA representatives who acknowledged the SEND trends and pressures on Slough. Resources bases - ratification for any proposals suggested should be in line with Schools Forum calendar of meetings.	14/07/20	8	769
Impact of Covid-19 on School Finances: Local Perspective			
ESFA representative to refer points raised by Forum members to the ESFA.	14/07/20	11	772
Update from Task Groups: 5-16, HNB, Early Years			
Terms of Reference for respective T/G approved by Schools Forum for 2020/21.	14/07/20	12	773
Election of Chair and Vice Chair			
Schools Forum endorsed the reappointment of John Constable as Chair for a further two-year term. Election of Vice Chair deferred to next meeting.	14/07/20	14	775
Schools Forum Membership			
Nominations to be sought for a Primary academy governor representative and a Secondary academy representative	01/10/20	5	781
Scheme for Financing Schools (maintained) 2020/21 & proposed consultation			
Maintained school members approved minor amendments in the Scheme for Financing Schools: Consultation document to be circulated.	01/10/20	8	784
SEND Quarterly Update			
Quarterly visual of banding update to be shared with Schools Forum	01/10/20	11	787
Update from Task Groups: Early Years, 5-16 and HNB			
All three Task Groups to arrange to meet.	01/10/20	12	788
Any Other Business			
Chair to follow up whether ESFA representative had taken concerns back to DfE about Covid-19 associated precaution costs impacting on schools.	01/10/20	15	791